

Operations & Amenities Committee

To: Committee Members

Cllrs Goodman (Chairperson) Bolanz, Chapman, Collins, Cooper-Marsh, Dunford, Hitchin, Johnson & Maslen

Copies: County Councillors (not a Town Councillor) – S Ferguson, K Prentice, G Seeff & S Taylor
District Councillors (not a Town Councillor) – L Davenport-Ray, S Ferguson, A Jennings, M Pickering, I Taylor, S Taylor & G Welton
Town Councillors (not a member of this committee)
Local Press, Town Council Website & Noticeboard

Agenda for the meeting of the **Operations & Amenities committee** to be held on **11th June 2024** at **7.15pm** in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Please be aware that meetings may be recorded and made available to the public. Your participation in the meeting indicates your consent to being included in these recordings.

Public Participation

There will be a 10-minute session before the meeting to allow any resident to address the committee on any matter appearing on the agenda for this meeting.

Members of the Operations & Amenities committee are hereby summoned to attend this meeting to consider the following business.

C Robson
Town Clerk

1. Apologies for absence

To receive and accept Councillor's apologies for absence.

2. Declarations of interest

To receive from Councillors declarations as to Disclosable Pecuniary Interests and/or Non-Statutory Disclosable Interests along with the nature of those interests in relation to any agenda item.

3. Election of Deputy Chairperson

To receive nominations and elect a Deputy Chairperson of the Operations and Amenities Committee for the 2024-25 Council year.

4. Minutes

Members to approve the minutes of the Operations and Amenities Committee held on 21st May 2024 as a true and accurate record.

Attachment 1

5. Working Groups

To note Membership of Working Groups and additional appointments.

Attachment 2



6. **Action List**
To receive a summary and status of ongoing actions and resolutions. Attachment 3
7. **Local Highways Improvement Bids 2024-25**
To receive an update on the process for Complex Local Highway Bids submitted to the Highways Authority for the 2024-25 bid round and confirm if any Members will be attending to address the Bid panel. Attachment 4
8. **Steve Van de Kerkhove Community Centre**
 - i) To resolve the installation of a pedestrian gate as part of proposed surfacing work. Attachment 5
 - ii) To receive and consider a draft lease, including level of rent for a building at the Steve Van de Kerkhove Community Centre. Attachment 6
9. **Public Toilets**
 - i) To receive and provide feedback and approval for the Town Clerk to sign Heads of Terms from Huntingdonshire District Council for new leases between the Councils for Riverside and Tebbutts Road public toilets.
 - A) Riverside Toilets Heads of Terms Attachment 7
 - B) Tebbutts Road Heads of Terms Attachment 8
10. **Play Park Inspections**
To receive updated information on recommendations arising from external qualified Play Park inspections. Attachment 9
11. **Cemetery Land**
To receive and note a verbal update from the Town Clerk on approaches made to investigating potential future cemetery land.
12. **Strategic Priorities**
To provide feedback on the Operations and Amenities Committees key priorities over the coming year to feed into the Council's Strategic Plan. Attachment 10
13. **Date of next meeting**
To note that the date of the next Operations and Amenities committee meeting will be 9th July 2024.

C Robson
Town Clerk

Operations & Amenities Committee

Present: Cllrs Goodman (Chairperson), Banks, Bolanz, Chapman, Cooper-Marsh, Dunford, Johnson and Maslen.

In attendance: Town Clerk, Operations Manager

Absent: Cllr Collins, Hitchin

Minutes of the meeting of the **Operations & Amenities committee** held on **Tuesday 21st May** at 7.30pm in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Public Participation

There were no members of the public present.

ACTIONS

119 Apologies for Absence

Apologies were received and noted from Cllrs Collins and Hitchin.

Admin

120 Declarations of Interest

There were none.

121 Minutes

Members **RESOLVED** to approve the minutes of the meeting of the Operations and Amenities Committee held on 16th April 2024 as a true and accurate record.

Admin

122 Action list

Members received the committee action list. The following key updates were received;

LHI Applications 2023/24

The Crosshall Road consultation had resulted in the majority of responses voicing support for the scheme. The final decision on implementing the scheme sits with the County Council Ward Member and the Highways Traffic Manager. It looks likely the scheme will go ahead but some further amendments are being considered in relation to points raised during the consultation.

Public Toilets

- It was noted that the estimated timeframe for HDC's delivery of the Changing Places toilet at Riverside was the end of June.
- The Operations Manager had received costs for redecorating internal and external past of the South Street toilets and would be progressing work under delegated budgets. Quotes would also be sought for Tebbutts Road toilets.

- The Town Clerk commented that he hoped to have a draft lease with HDC for the public toilets ready to bring to Committee in June 2024.

Cemetery Land

The Clerk had made contact with Highways England in regard to potential opportunities for land resulting from the A428 works which might be able to provide future allotment land. The Clerk would continue to pursue the opportunity.

123 Allotments

Members received and considered a report from the Town Clerk on allotment fees and security. The Committee had previously resolved to increase allotment fees by a significant percentage. Officers had received feedback from allotment holders on the level of increase and in the case of Cemetery Road the lack of site security and fencing. Members noted that allotment fees had been increased by a substantial percentage based on the principle of a large one off increase to recognise increases in general maintenance, administration and water costs rather than very small annual increases.

Members considered a query from officers as to whether they would like officers to investigate fencing options for the site, initial quotes put the cost of work in the region of £15,000.

Members commented that the level of income generated from allotments was small and the cost of installing fencing at one site was significant and unbudgeted. Members felt would be difficult to justify the expenditure as it would not fully secure the site. **RESOLVED** that officers do not further investigate costs for fencing the Cemetery Road allotment site at this time based on financial viability. That the Operations Manager investigates planting options to improve the perimeter hedge and any gaps within it.

124 Play Park Improvements

Members received and considered a report from the Town Clerk which included a recommendation from the Play Park Working Group that the Committee recommend that the Council use funds held in earmarked reserves for play equipment to install an inclusive seesaw previously identified for inclusion in the Brickhill's play park enhancement scheme.

The two key priorities for play park investment highlighted by the Working Group were the inclusive seesaw, thereby finishing the Brickhills play investment and the creation of a new play park in Eaton Ford to address gaps in play provision. It was noted that the available reserves held would not be sufficient for a new play park, but use of some of the reserves would allow the Brickhills project to be concluded.

RESOLVED to RECOMMEND to the Finance and Governance Committee that the Council release £24,495.60 from £70,759 earmarked reserves for play park provision for the purchase and installation of an inclusive seesaw and supporting infrastructure and equipment at Brickhill's play area.

125 Steve Van de Kerkhove Community Hub

i) **RESOLVED** that the Deputy Town Clerk register the former St Johns Building along with the former Red Cross building as the Steve Van de Kerkhove Community Centre.

RESOLVED that the Deputy Town Clerk applies for direction signage to the building as "Steve Van de Kerkhove Community Centre" and should this wording be too long for the signage, that it be "Steve Van de Kerkhove Centre"

ii) Members received and noted a report from officers which advised the Local Planning Authority required a full planning application for tarmacking of the access track at the Steve Van de Kerkhove Community Centre and that this may result in an increase in costs as a result of any conditions put on the permission, such as use of permeable tarmac.

iii) Members noted an update from the Town Clerk on a proposed longer lease for one of the buildings with the Mans Cave. This required further work and the establishment of a rental figure and would be circulated to Members for comment.

126 Jubilee Garden

Members received and noted a report from the Town Clerk on Jubilee Garden. A number of maintenance matters had been highlighted and these would be progressed as the priority for the site, with further investigation around other potential enhancements that had been identified by Councillors.

Key maintenance matters to be addressed;

Flower Beds - Adding membrane where practical may help reduce weed growth.

Flower Beds - More robust planting to be considered to address vandalism.

Jubilee Bench - Missing bolt securing the Jubilee bench to be replaced.

Brickwork/Paving - Brickwork to be power washed.

Mosaic - Operations Manager to work with mosaic artist to restore mosaic tiles and consider measures that can be implemented to prevent repeated damage through foot traffic, weather or vandalism. Covering with an appropriate resin to be investigated by artist.

Commemorative Plaques - Plaques to be identified and installed marking both events to be brought forward.

Information Board - Replacement with watertight notice board and printing and renewal of contents.

Gravel Areas - Gravel areas to be reinstated to prevent movement of stones under benches and borders.

Iron Work - Current iron work including benches will be left in position and repainted.

127 **Tree Works**

Members noted that priority tree works identified as part of the Council external tree stock inspection had now been completed. There were some follow up matters the Operations Manager would be addressing with the contractor and the next round over required works would start in autumn 2024.

Work to fell a tree at Eynesbury Village Green which had a deep cavity would be carried out in August 2024.

128 **Play Park Annual Inspection**

Members received and noted the findings of the annual ROSPA play park inspections. It was noted that there were no 'high' or 'very high' risk recommendations and that the Operations Manager would be addressing those medium risk recommendations as a priority.

129 **Date of Next Meeting**

Members noted that the date of the next Operations and Amenities Committee would be on 11th June 2024 at 7.15pm.

COMMITTEE CHAIRPERSON

ST NEOTS TOWN COUNCIL

Date:	11 th JUNE 2024
Title:	WORKING GROUPS
Contact Officer:	TOWN CLERK

1. Purpose of the Report

1.1 To provide Members with an overview of currently active Working Groups which fall under the Operations and Amenities Committee’s remit and to provide an opportunity for updates or consideration on the need for additional support or resource that might be needed to help progress work.

2. Working Groups

The following Working Groups have been established with work currently ongoing.

Working Group	Purpose	Membership
Play Park Strategy	Accessible Play Working Group to work with the Operations Manager to progress a proposal, including costs/options for installing more accessible play equipment at Brickhill play area	Chapman, Dundas-Todorov, Johnson, Maslen
Moores Walk Garden	To develop proposals and bring forward improvements to the HDC owned Moores Walk community garden space.	Bolanz, Chapman, Johnson Resident
Jubilee Garden	Original purpose to develop a proposal for signage commemorating the 70 th Jubilee of HM Queen Elizabeth II. This was later expended to signage for the coronation of King Charles and a wider improvement of the community space.	Bolanz, Chapman
LHI and SID Signs	To consider options and issues for submission to CCC’s Local Highway Initiative. To bring forward a recommended applications for each ward before January 2025. To review speed data collected and bring forward recommendations on locations for SID signs to be located to support LHI bids.	Banks, Chapman, Johnson, Maslen

ST NEOTS TOWN COUNCIL ACTION LIST 2024/25

The following Action List summarises outstanding resolutions and activities that are ongoing from the last Council and the current Council. The Town Clerk would like to continue to develop the Action List into a Committee Action Plan which sets out the project/improvement works the committee will be carrying out each year.

OPERATIONS AND AMENITIES COMMITTEE					
Minute	Project	Objective	STATUS	Responsibility	Timescales
Highways					
035/36 – 23-34	LHI Applications 2023/24	To submit LHI Applications for; <ul style="list-style-type: none"> • Crosshall Road, • Luke Street • Hogsden Leys 	<p>Hogsden Leys Completed.</p> <p>Crosshall Road Consultation showed majority in favour of proposed scheme. Scheme decision sits under the delegated authority of the County Council Ward Member and Traffic Manager. Scheme likely to be approved but points which arose through the consultation are being further considered as part of adapting the scheme.</p> <p>Luke Street Consultation being held.</p>	1) Highways Authority	Ongoing
075-23-24	LHI Applications 2024/25	To agree the 2024/25 LHI submissions and instruct the Clerk to make the applications ahead of the 12 th of January deadline	The Committee previously considered and agreed recommendations from the Working Group on the four applications the Council would submit for the 2024/25 bidding round. This recommendation was agreed by the Full Council and applications were submitted.	1) Working Group 2) Ops & Amenities 3) Town Clerk	Outcome of applications due 2 nd Qrt of 2024/25

AGENDA ITEM 6

ATTACHMENT 3

	Eaton Socon Highways Petition	To establish a meeting between Ward Members, CCC Ward Cllr and representatives of the petitioner to better understand concerns.	School (petitioner) approach to agree a date for site meeting. Requested that this take place after school Easter holidays. Suitable date all parties can make still to be confirmed.	1) Town Clerk 2) Ward Members	June 2024
Environment					
018-22-23	Queen's Jubilee Tree Planting	Apply for 5 trees from Queens Jubilee. Liaise with CCC on permissions for species & planting.	Cllrs Chapman progressing discussions on the proposed trees and were to report back to the Council accordingly. Funds available for purchase of trees. Planting to be done in partnership with HDC in Autumn planting season. Trees pre-ordered.	1) Cllrs Chapman 2) Ops Manager	Autumn 2024
Play, Sport and Wellbeing					
050-23-24	Inclusive Play Parks	Improving accessibility of SNTC Play Parks via installing wheelchair accessible play equipment at Brickhills/Henbrook Play Area.	Works for the main installation have now been completed. Costs for an inclusive seesaw and associated equipment were approved by Full Council on 28/05/24. An order has now been placed for the works. Improvements to the adjacent parking area from HDC. Awaiting further updates from HDC. – No update at time of meeting.	1) Working Group 2) Ops Manager 3) Town Clerk	Play Equipment Installation 6-8 weeks
050 – 23-24	Play Park Strategy	Undertake a play park review and bring forward a draft strategy document on management and investment in play areas.	Play Park assessment completed, and results considered by the Committee. Priorities for the Play Park strategy agreed. Newly formed working group met to provide some guidance around priorities. Clerk to complete updated strategy for sign off by Working Group ahead of presenting to the Committee.	1) Town Clerk 2) Ops Manager 3) O&A Committee 4) Working Group	ON AGENDA

AGENDA ITEM 6

ATTACHMENT 3

Building Maintenance/Management					
065-22-23	Public Toilets	Schedule and undertaking of repair work required for public toilets.	Riverside toilet refurbishment managed by Huntingdonshire District Council. Works include creating a Changing Places toilet, refurbishment of all toilets, roof & drainage improvements, and PV panels.	1) HDC 2) Contractor 3) Town Clerk	July 2024
			Anticipated completion date of mid-July 2024.		
			Works to improve South Street toilet doors, ceilings, re-rendering part of the porch way, repainting, and repainting railings due to be completed 22/23 June 2024. Members requested this work be done to help improve the street scene.	1) Ops Manager 2) Contractor	June 2024
104-23-24	Museum Building Survey	Undertake a survey of the museum building to establish condition and required works.	Initial historic building condition survey completed. Due to difficulties in establishing costs and phasing options the Council agreed to issue a tender for a preferred partner. Soon to be appointed Project Delivery Manager to lead on project.	1) Town Clerk 2) Museum Trustees	July 2024
047-23-24	HDC Moores Walk Land	Town Clerk to investigate options for improving community land owned by HDC in front of the United Reform Church.	Confirmed that HDC have a £20k budget to undertake works to improve the community space. SNTC to lead on works agreed by a Working Group. HDC have approved plans and a preferred quotation. Meeting of working group and contractor held on 5 th June to discuss planting scheme.	1) Town Clerk 2) HDC Parks and Open Spaces 3) Operations Manager	May/June 2024
105-23-24	SVDK Eynesbury Community Hub	Deferred agreement on improved access until further comments put forward by Members and amended quotes sought.	Amended quotations were sought for tarmac and resin solutions. New quotations were recommended and approved by Council to tarmac the area. The Planning Authority have informed the Council they require a full planning application to be submitted for the work. Planning application and supporting documents being drawn up.	1) Ops Manager	Ongoing

AGENDA ITEM 6

ATTACHMENT 3

	Jubilee Garden Improvements	Priority maintenance improvements to be brought forward by Operations Team. Wider improvements to be further considered by Working Group.	Report brought forward highlighting key priority maintenance works for Operations Manager to bring forward, including commemorative signage. Further points for wider enhancements of the garden to be further considered by the Working Group and brought forward.	1) Ops Manager 2) Working Group	Ongoing
Legal					
065-22-23	Public Toilet Leases	To negotiate and renew leases with HDC for public toilets at Riverside and Tebbutts Road	10-year leases for the public toilets have expired. HDC have agreed to continue the lease on a rolling basis while the project to refurbish toilet at Riverside is progressed. Heads of Terms for a 20-year lease have been issued and are included on the agenda for consideration.	1) Town Clerk 2) HDC	ON AGENDA
Strategy					
065-23-24	Depot Provision	To review and bring forward potential options on future provision of the Council depot based on current and future needs.	The lease for the depot building requires renewing in October 2024. Additional revenue funds have been allowed in the 2024/25 budget to increase depot capacity. Options to be reviewed and brought forward to the committee.	1) Town Clerk 2) Operations Manager	Ongoing
094-23-24	Cemetery Land	To review and bring forward a report on the lifespan of St Neots Cemeteries and consider options for addressing future need.	The likely life span of the Council's cemeteries means that the Council needs to start thinking about future burial provision and whether it looks at acquiring more land for the purpose of cemeteries. Officers working on review of land/sites. Request being looked into by National Highways on a potential site identified by Councillors.	1) Town Clerk 2) Operations Manager 3) Senior Administrator	ON AGENDA

O&A = Operation and Amenities Committee **Ops Manager** = Ian Webb, Operations Manager **Clerk** = Chris Robson, Town Clerk **Wrk Grp** = Working Group

ST NEOTS TOWN COUNCIL

Committee	OPERATIONS AND AMENITIES
Date:	11th JUNE 2024
Title:	LOCAL HIGHWAYS IMPROVMENT BIDS – 2024-25
Contact Officer:	TOWN CLERK

1. Purpose of the Report

- 1.1 To provide Councillors with information received from Cambridgeshire County Council's Highways Team on Local Highway Improvement bids submitted for 2024-25.
- 1.2 To seek confirmation as to whether any Members will be attending the panel meeting.

2. Recommendation

- 2.1 That the committee notes the information provided in the report.
- 2.2 That the committee confirms whether any representatives will be attending the scoring panel to speak on behalf of the application.

3. Background

- 3.1 The Council submitted a complex Local Highways Improvement (LHI) bid in January 2024 to improve accessibility routes around key points in St Neots Town Centre. The proposed improvements were based on several dropped kerbs, improved paving and line marking. The bid was supported by the relevant County Council Ward Member and the proposed improvements arose from a site meeting between that Ward Member and the disability awareness group 'Access in St Neots.'

4. Information

- 4.1 The Town Clerk has received a feasibility Report from County Council Highways which will be used by the LHI scoring panel to assist them in reviewing and scoring complex LHI applications. The feasibility report is attached to this agenda for Councillors information. **(Appendix A)**
- 4.2 The Clerk has also received the following information from Local Projects Team with regard to the scoring panel and attendance by applicants;

Dear applicant,

The Hunts Cambridgeshire Local Highway Improvement Panel meeting for Complex applications will be assessing the LHI applications on Thursday 27th June 2024. The panel meeting will be held virtually via Microsoft Teams.

All information is attached in regards to the LHI Protocol for applicants. Also please find the PDF attached of the timetables for the LHI Panel Meeting. (Please see [appendix B](#))

Please confirm your attendance including the contact details of the of the two (maximum) representatives (name, email address and telephone number) to Local.Projects@cambridgeshire.gov.uk. Once you have provided confirmation, I will follow up with yourself to share the link to use on the day to access the meeting itself.

In addition, to mitigate against unexpected technical difficulties; or changes to circumstance, it is required for every applicant to complete a written statement outlining their bid and why they believe it should receive funding via the LHI process. Please limit this statement to 500 words or less. This should be sent to Local.Projects@cambridgeshire.gov.uk.

If any applicants cannot attend, or if we run into any technical issues this will be read out on the applicant’s behalf by a CCC Officer. If no issues occur, this won't be something that is made available to the panel members.

5. Financial Implications

5.1 The table below summarises the status of Highway Improvement Budgets

2024-25 Revenue Budget	£40,000
Earmarked Reserves	£98,009
Total Budget	£138,009
2023-24 Schemes	
Luke Street	£9,350.00 (SNTC Portion of Cost)
Crosshall Road	£34,632.54 (SNTC Portion of Cost)
Remaining Available Budget	£94,026.46

5.2 The estimated cost of the Town Centre LHI scheme is £39,975, which would require an estimated £20,000 contribution from the Council which could be covered by available £94,026.46 Highways Improvement funds.

6. Legal Powers

6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.

APPENDIX A

PROJECT FEASIBILITY SUMMARY

Local Highway Improvement (LHI) Initiative



Applicant	Steven Browning	Status	Approved
Application Reference No	HD.FR.016 - St Neots Town Council	Version	1.0
Assigned Highways Officer	Evans Amoateng	Approved by:	MRM
Location of Proposal	7 dropped kerb locations for consideration, and DYL's to protect dropped crossing points.		
Streetview Link	The priory / Priory Lane : https://www.google.co.uk/maps/@52.2283459,-0.2719299,3a,68.5y,123.09h,75.27t/data=!3m6!1e1!3m4!1sLef_uOLY4ZsmppoxuHbcZiw!2e0!7i16384!8i8192?entry=ttu		
Streetview Link	Priory Lane (The Smiling Grape) : https://www.google.co.uk/maps/@52.2283736,-0.2714764,3a,90y,192.96h,70.47t/data=!3m6!1e1!3m4!1swoBe8EH-Qs!9gADllhHbg!2e0!7i16384!8i8192?entry=ttu		
Streetview Link	Priory Lane / Waitrose car park south https://www.google.co.uk/maps/@52.2284097,-0.2711899,3a,75y,65.42h,62.7t/data=!3m9!1e1!3m7!1s9IbLQSaojxCnOtvV6UT!1Vg!2e0!7i16384!8i8192!9m2!1b1!2i39?entry=ttu		
Streetview Link	New Street Museum / Priory Lane : https://www.google.co.uk/maps/@52.2284371,-0.2692671,3a,72.4y,180.33h,62.19t/data=!3m6!1e1!3m4!1s!6kDRRHgmclZr!BKAGM!wQ!2e0!7i16384!8i8192?entry=ttu		
Streetview Link	Tebutts Road South : https://www.google.co.uk/maps/@52.2291774,-0.2683279,3a,23.3y,128h,74t/data=!3m9!1e1!3m7!1s0Wvixfy0QtxjXfmuYkgvsg!2e0!7i16384!8i8192!9m2!1b1!2i39?entry=ttu		
Streetview Link	Tebbutts Road North : https://www.google.co.uk/maps/@52.2293125,-0.2673274,3a,65.4y,4.37h,63.33t/data=!3m6!1e1!3m4!1sPhhgYAO4CN!bO19Xq1Vryg!2e0!7i16384!8i8192?entry=ttu		
Streetview Link	Market Square / High Street : https://www.google.co.uk/maps/@52.2278113,-0.2700079,3a,49.5y,132.36h,77.59t/data=!3m6!1e1!3m4!1skt6QZCrfvU4kGBfhZRdkNg!2e0!7i16384!8i8192?entry=ttu		
Highway Issue or Improvement -	Dropped kerbs / mobility crossing improvements to improve / enable safe movement of pavements around St Neots town centre for all residents including less mobile and vulnerable persons, particularly for improving accessibility for wheel chair users. Some other locations identified that require extension of roadmarkings to protect dropped crossing points from being blocked by vehicle parking.		
Key Considerations -	Road widths, footway widths, and proximity to existing junctions. Traffic patterns (vehicles and people), and sensitive working times. Traffic management requirements for each of the locations. Likelihood of buried services within the footways		
Optimum Solution -	Improve dropped kerbs and crossings at all locations identified. Review TRO's to extend or install new DYL's to protect informal dropped crossing points identified.		
Other options considered -	Footway improvements - not taken forward due to highway maintenance item to resolve. Refreshment of road markings - not taken forward due to highway maintenance item to resolve.		
Key project risks -	Undertaking works within the community; enabling pedestrian and vehicular traffic access to continue around the ongoing works. Buried utilities in the footway - may inhibit the amount of works practicably achievable. Budget - cost creep could occur with this project as designs and construction costs are identified during project lifecycle. Feasibility costings estimate for attending to all locations seeking efficiencies for continued mobilised works. Estimation of costs taken from "Mobility Crossing Point" section on website page: https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/improving-the-local-highway/walking-improvements		

TECHNICAL APPRAISAL OF PROPOSED SOLUTION

Does the application address a known problem, or safety issue?

RAG

Clear need defined and evidenced within application and supporting document "Access in St Neots" for improving the

accessibility / mobility access around St Neots Town Centre for all.	
Could the suggested scheme increase safety for highway users?	RAG
Some locations are forcing persons in mobility aids to use the road instead of footways because they are unable to mount them. Some examples of locations that cause a 'topple over' risk identified. Improvements would make the pedestrian movement safer for all users.	
Could the scheme contribute positively to public health?	RAG
Yes increasing accessibility would have a positive affect to the community. Application suggests improvements could contribute to an uptake of active travel activity.	
Does the application have demonstrable local support?	RAG
Application states specific support for improvements from the 'Access' community group in St Neots, and with support from the parisheners and local member has strong support for the scheme overall.	
Could the scheme potentially lead to any localised environmental improvements?	RAG
Installing the improvements will enhance ease of mobility for all navigating around the town centre which could contribute to positively impacting the local economy and community. Improving accessibility could increase active travel in to the town centre, which could reduce vehicle journeys and thus pollution emissions.	
Value for Money - (Effectiveness)	RAG
The improvements compared to current situation would be effective at reducing the obstacles preventing mobility around the town centre and improving the informal crossing points for all.	
Deliverability (Risks to Delivery, see 'Key project risks' section above for further information)	RAG
Undertaking works within the community; enabling pedestrian and vehicular traffic access to continue around the ongoing works. Buried utilities in the footway - may inhibit the amount of works practicably achievable. Budget - cost creep could occur with this project as designs and construction costs are identified as the prospective project progresses.	

ESTIMATED CONSTRUCTION & OTHER COSTS	
Item	Estimated Cost
Staff Cost	£ 3,200.00
Construction Cost (Inc. Traffic Management)	£ 25,000.00
TTRO	£ 1,300.00
Safety Audit (Stages 1-3)	£ 2,000.00
Legal Traffic Regulation Order (Includes 2 No. Newspaper Adverts)	£ 1,000.00
Sub-Total	£ 32,500.00
23% Risk Contingency	£ 7,475.00
GRAND TOTAL	£ 39,975.00

Total Project Budget Required	£				39,975.00
Applicant Contribution	£	20,000.00			50.0 %
CCC Contribution applied for	£				20,000.00
Estimated duration of project		15 months (commencing 1st April 2024)			

APPENDIX B

08:30 | Members arrive

09:00 | Abbotsley Parish Council

09:20 | Community Roadwatch(UK) CIC

09:40 | Holywell-cum Needingworth Parish Council

10:00 | Great Gransden Parish Council

10:20 | Kirsten Zamo (Hamerton)

10:40-11:00 | BREAK

11:00 | Houghton and Wyton Parish Council

11:20 | Colne Parish Council

11:40 | Ramsey Town Council

12:00 | Ross Weatherburn (Glatton)

12:20 | Sawtry Parish Council – Glatton Road

12:40 | Warboys Parish Council

13:00 | St Neots Town Council – Car Parks

Protocol for Applicants - Local Highway Improvement Initiative 2024/25

Before Panel

Applicants will receive their feasibilities prior to the panel meeting with a summary being provided to the scoring panellists also a week in advance.

Previously we would give parishes a range of times to choose from, and allow them to pick their own timeslot. However, for this round applicants have been allocated a time slot for the panel. Please note it will only be possible for two representatives from the parish to present their bid to the panel.

Once you have confirmed your attendance a Teams link will be sent to you a week prior to the panel meeting. Please do not give this Teams link out to anyone else. This is strictly between panellists, internal staff, and the two presenting applicants.

In addition, to mitigate against unexpected technical difficulties; or changes to circumstance, it is required for every applicant to complete a written statement outlining their bid and why they believe it should receive funding via the LHI process. Please limit this statement to 500 words or less. This should be sent to Local.Projects@cambridgeshire.gov.uk a week prior to the panel meeting the very latest. If any applicants cannot attend, or if we run into any technical issues this will be read out on the applicant's behalf by a CCC Officer. If no issues occur, this won't be something that is made available to the panel members.

Please make sure if you have already submitted any material at any point to be shown during the time allocation, please make us aware.

During Panel

There is always a risk that we may run into technical problems and I would ask for your patience if we do. Should this occur, the chairing member will declare an adjournment while the fault is addressed, and the public broadcast will be paused. If it is not possible to address the fault, the meeting may be abandoned until such time as it can be reconvened.

If any applicants experience technical issues, this won't affect the running of the panel as a written representation will be read out in lieu of their verbal bid, then considered and scored by the panel.

Please make sure that the applicant camera and microphone is working prior to the panel meeting. If you do not want to appear on camera, we advise you to turn your camera off and keep your microphone on. If not, please submit a written statement to

be read out to panel on your behalf. If this is the case, please let us know. Once the applicant enters the Teams meeting, Peter Prendergast will be the host and the applicant will be admitted into a virtual waiting room. Once instructed Peter will forward you to the panel to start your presentation.

Applicants will have a maximum of 3 minutes to present, with the remaining time allocation being for questions and the panel to discuss.

ST NEOTS TOWN COUNCIL

Date: 11th JUNE 2024

Title: STEVE VAN DE KERKHOVE COMMUNITY CENTRE

Contact Officer: TOWN CLERK

1. Purpose of the Report

1.1 To seek confirmation from the committee on the inclusion of a pedestrian gate in the boundary fencing of the Steve Van de Kerkhove Community Centre and Duck Lane.

2. Recommendation

2.1 That the Committee resolve the inclusion of a pedestrian gate creating an access in the boundary fencing between the Steve Van de Kerkhove Community Centre and Duck Lane in planning permission for access and car park surfacing.

3. Background

3.1 The Committee previously resolved to undertake tarmacking of the access track, parking area and a pedestrian path at the Steve Van de Kerkhove Community Centre. This was to help make the buildings a more accessible community facility.

3.2 The Council were informed that the Council would need to submit a full planning application for the proposed surfacing, which is now being developed for submission.

3.3 The resolution by Councillors included creating a tarmac access path to the site from the Duck Lane boundary fencing. The specific creation of an access gate was not resolved by Councillors and Members are asked to consider and resolve this for inclusion in any planning permission request.

4. Information

4.1 The image on the next page outlines the approximate area which the Council resolved to tarmac, which requires planning permission, including a pedestrian walkway. The image below shows the perimeter fence.





5. Financial Implications

- 5.1 The Council resolved to fund tarmac resurfacing works at a cost of £73,000 from the Community Buildings Improvement Earmarked Reserve which has available funding of £206,537.
- 5.2 There would be a small cost for the submission of a planning application for the works, this would be subject to a 50% discount for a Town Council making an application.
- 5.3 Results of any planning approval and conditions that might be attached may result in increased costs which would need to be considered by the Council.

6. Legal Powers

- 6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.

AGENDA ITEM 9

ATTACHMENT 7



Pathfinder House, St Mary's Street
Huntingdon. PE29 3TN

Tel: 01480 388499

www.huntingdonshire.gov.uk

HEADS OF TERMS

**SUBJECT TO CONTRACT
WITHOUT PREJUDICE**

FILE REF	
DATE ISSUED	31/05/2024
PROPERTY	Public conveniences, Riverside Park, Eaton Socon, St Neots, Huntingdon, Cambridgeshire
LANDLORD	Huntingdonshire District Council Pathfinder House St Mary's Street Huntingdon Cambridgeshire PE29 3TN FAO: Peter Harris Tel: 01480 388499 Mobile: 07563 570099 Email: peter.harris@huntingdonshire.gov.uk
LANDLORD'S SOLICITOR	Lucy Li, Principal property solicitor 3C shared services Mobile: 07540 100017 Email: Lucy.Li@3csharedservices.org
TENANT	FAO: Chris Robson, Town Clerk St Neots Town Council Council Offices The Prioory St Neots Huntingdon Cambridgeshire PE19 2BH
TENANT'S SOLICITOR	To be confirmed

AGENDA ITEM 9

HEADS OF TERMS (continued) SUBJECT TO CONTRACT

EXTENT OF PREMISES	All that premises known as Public Conveniences Riverside Park
LAND REGISTRY PLAN	Compliant plan to be provided by landlord
LEASE DURATION	A term of 20 years (Clerk's Note: Previous lease was for a 10 year period)
LEASE START DATE	Lease to start on 1 st July 2024 and expire on 30 th June 2044
1954 LTA ACT PROTECTION	YES
ANNUAL RENT & VAT	£1, per annum exclusive, whether demanded or not
RENT DUE DATES	The completion date

HEADS OF TERMS (continued) SUBJECT TO CONTRACT

BUILDINGS INSURANCE	The Landlord will insure the premises and the tenant will reimburse the insurance premium.
REPAIRING LIABILITY	New full repairing and insuring lease
PERMITTED USE	The property is to be used as public conveniences only
PROPERTY ALTERATIONS	<p>The tenant may be permitted to undertake non-structural alterations to the interior having first obtained Landlords approval by a formal licence. Works which have a negative effect on the current EPC rating will not be permitted.</p> <p>At lease expiry the Tenant may be required to remove and make good all alterations to the satisfaction of the Landlord.</p>
ALIENATION	No assignment or sub-letting

AGENDA ITEM 9

HEADS OF TERMS (continued) SUBJECT TO CONTRACT

LEGAL COSTS	Each party is to be responsible for their own legal fees.
BUSINESS RATES	Any business rates applicable to be paid by St Neots Town Council (Clerk's Note – Business rates not applicable to public toilets)
THE LETTING IS SUBJECT TO	Contract and Council approval
REFERENCES	N/a
LETTING PARTICULARS	N/a
EXPECTED TIMETABLE	As soon as reasonably possible.
EPC	A current EPC is not required

APPROVAL

Approved by
(name of proposed Tenant)
If signing on behalf of a Limited Co
Please provide name of
person authorised
to approve.....

Signature:

Date:/...../.....



Esri Community Maps Contributors, Esri UK, Esri, TomTom, Garmin, Foursquare, GeoTechnologies, Inc, METI/NASA, USGS

Pathfinder House, St Mary's Street

Huntingdon. PE29 3TN

Tel: 01480 388499

www.huntingdonshire.gov.uk

HEADS OF TERMS

**SUBJECT TO CONTRACT
WITHOUT PREJUDICE**

FILE REF	
DATE ISSUED	31/05/2024
PROPERTY	Public conveniences, Tebbutts Road, Eaton Socon, St Neots, Huntingdon, Cambridgeshire
LANDLORD	Huntingdonshire District Council Pathfinder House St Mary's Street Huntingdon Cambridgeshire PE29 3TN FAO: Peter Harris Tel: 01480 388499 Mobile: 07563 570099 Email: peter.harris@huntingdonshire.gov.uk
LANDLORD'S SOLICITOR	Lucy Li, Principal property solicitor 3C shared services Mobile: 07540 100017 Email: Lucy.Li@3csharedservices.org
TENANT	FAO: Chris Robson, Town Clerk St Neots Town Council Council Offices The Priory St Neots Huntingdon Cambridgeshire PE19 2BH
TENANT'S SOLICITOR	To be confirmed

AGENDA ITEM 9

ATTACHMENT 8

HEADS OF TERMS (continued)

SUBJECT TO CONTRACT

EXTENT OF PREMISES	All that premises known as Public Conveniences Riverside Park
LAND REGISTRY PLAN	Compliant plan to be provided by landlord
LEASE DURATION	A term of 20 years (Clerk's Note: Existing leases are for a 10 year period)
LEASE START DATE	Lease to start on 1 st July 2024 and expire on 30 th June 2044
1954 LTA ACT PROTECTION	YES
ANNUAL RENT & VAT	£1, per annum exclusive, whether demanded or not
RENT DUE DATES	The completion date

HEADS OF TERMS (continued)

SUBJECT TO CONTRACT

BUILDINGS INSURANCE	The Landlord will insure the premises and the tenant will reimburse the insurance premium.
REPAIRING LIABILITY	New full repairing and insuring lease
PERMITTED USE	The property is to be used as public conveniences only
PROPERTY ALTERATIONS	<p>The tenant may be permitted to undertake non-structural alterations to the interior having first obtained Landlords approval by a formal licence. Works which have a negative effect on the current EPC rating will not be permitted.</p> <p>At lease expiry the Tenant may be required to remove and make good all alterations to the satisfaction of the Landlord.</p>
ALIENATION	No assignment or sub-letting

**HEADS OF TERMS (continued)
SUBJECT TO CONTRACT**

LEGAL COSTS	Each party is to be responsible for their own legal fees.
BUSINESS RATES	Any business rates applicable to be paid by St Neots Town Council <i>(Clerk's Note – Business rates not applicable to public toilets)</i>
THE LETTING IS SUBJECT TO	Contract and Council approval
REFERENCES	N/a
LETTING PARTICULARS	N/a
EXPECTED TIMETABLE	As soon as reasonably possible.
EPC	A current EPC is not required

APPROVAL

Approved by
(name of proposed Tenant)

**If signing on behalf of a Limited Co
Please provide name of
person authorised
to approve.....**

Signature:

Date:/...../.....



Esri Community Maps Contributors, Esri UK, Esri, TomTom, Garmin, Foursquare, GeoTechnologies, Inc, METI/NASA, USGS

AGENDA ITEM 10

ATTACHMENT 9

Committee: Operations & Amenities
Date: 11th June 2024
Title: Play Park Safety Inspections
Contact Officer: Ian Webb, Operations Manager

Members are asked to note that annual play park ROSPA inspections were completed on all Town Council owned equipment on 18th April 2024. The inspection did not highlight any areas of 'Very High' or 'High' concern. There were some medium risk matters which are listed below for Councillors information. The Operations Team are addressing the issues and actioning recommendations. There were also some 'low' and 'very low' matters identified which have not been included as they have been addressed or can not be mitigated due to the age of the equipment and changing standards.

	Very Low	Low	Medium	Grand Total
Ackerman Street	2	6	5	13
Balmoral Way Play Area	1	3	1	5
Bevington Way	2	3	1	6
Brick Hill, Howitt's Lane	1	6	4	11
Bush Mead Road	0	4	2	6
Chamberlain Way	0	3	0	3
Jenkins Close (Nelson Road)	1	1	3	5
Kings Road	3	6	2	11
Monarch Road	0	1	0	1
MUGA at Duck Lane / Whitehall Walk	0	2	1	3
Rivermead	6	8	7	21
Saxon Gate	1	8	7	16
Shady Walk	1	5	1	7
Swift Close	1	7	0	8
Sydney Bank Memorial Field	0	2	1	3

Site Name	Asset Name	Standard Description	Finding Notes	Task Title	Risk Level	Action To Be Taken
Ackerman Street	Gates - Not Self-Closing	There is a crushing or shearing point on the side of the gate. Where the gaps reduce to less than 12 mm these have been known to cause serious, permanent injury to children, especially on the hinge side where the leverage forces are significant.		Adjust gate / posts / fit new rubber buffer to ensure a spacing of at least 12 mm throughout the range of the gate to remove the entrapment. The 12 mm gap also should apply on the hinge side of the gate.	Medium	Gate is not designed as a self-closing gate. A new self closing gate could be installed at est. cost of £1,500. To be brought to Working Group for consideration as part of play park investment priority setting.
Ackerman Street	Gates - Not Self-Closing	Item is worn.	Hinge bolts worn. Replace.	Replace.	Medium	To be completed as part of general maintenance.
Ackerman Street	Gates - Not Self-Closing	Gate is sticking on the ground.	Alter the ground.	Adjust.	Medium	To be completed as part of general maintenance.
Ackerman Street	Multiplay - Mover	The safer surface has hard edging / foundation within the impact area.	The concrete foundation repairs to the slide supports have now created a hard edge within the falling space of the adjacent climber. Either dig out the concrete and add the appropriate depth of surfacing or cover with the correct amount of surfacing without	Modify to remove the hazard.	Medium	Surfacing works actioned to address risk. Work to be completed week of 3rd June 2024.
Ackerman Street	Swing - Junior - 1 Bay 2 Seat (2500 mm)	Item is not secure.	Top bar loose to the support posts. Missing fittings.	Secure.	Medium	To be completed as part of general maintenance.
Balmoral Way Play Area	Gates	The supports are loose in the ground.	Gate slam post loose in the ground.	Re-set.	Medium	To be completed as part of general maintenance.
Bevington Way	Climber	Timber is decayed.	Plank decaying and has been filled with a hard compound which has fallen out leaving sharp edges. Replace plank.	Read the notes for further action.	Medium	Filler to be used as a temporary fix. Working Group to consider replacement as part of play investment priority.

Brick Hill, Howitt's Lane	Carousel - Dutch Disc	Additional comments are noted below.	The rubber surface to the disc has separated from the outer ring.	Repair.	Medium	To be removed and replaced in July/August 2024.
Brick Hill, Howitt's Lane	Multiplay - Junior	The supports are loose in the ground.	Mast is loose in the ground.	Re-set.	Medium	Re-set completed.
Brick Hill, Howitt's Lane	Rocker - 4 Seat	Surface has holes in it.	Small hole in the surface where the plank hits the ground. Infill.	Repair.	Medium	To be monitred.
Brick Hill, Howitt's Lane	Swing - Basket	Seat(s) set at incorrect height.		Adjust to give a minimum of 350 mm clearance for standard seats, and 400 mm for tyres, baskets and other groups seats.	Medium	Further view from professional inspector taken. Correction not recommended and risk marked as low.
Bush Mead Road	Carousel	Surface has holes in it.	Surface worn exposing the concrete foundation below around the perimeter of the carousel.	Repair.	Medium	Repair Completed.
Bush Mead Road	Gate - Maintenance - Locked	There is a crushing or shearing point on the side of the gate. Where the gaps reduce to less than 12 mm these have been known to cause serious, permanent injury to children, especially on the hinge side where the leverage forces are significant.	Between the maintenance gates.	Adjust gate / posts / fit new rubber buffer to ensure a spacing of at least 12 mm throughout the range of the gate to remove the entrapment. The 12 mm gap also should apply on the hinge side of the gate.	Medium	To be completed as part of general maintenance.
Jenkins Close (Nelson Road)	Carousel - Scooter	Trip points on the surface.	Wet pour drops to 25 mm below the outer board creating a potential trip point.	Make level.	Medium	To be further investigted.

Jenkins Close (Nelson Road)	Gate	There is a crushing or shearing point on the side of the gate. Where the gaps reduce to less than 12 mm these have been known to cause serious, permanent injury to children, especially on the hinge side where the leverage forces are significant.	Gate slam post is not level and creates a crush point with the gate. Alter post.	Adjust gate / posts / fit new rubber buffer to ensure a spacing of at least 12 mm throughout the range of the gate to remove the entrapment. The 12 mm gap also should apply on the hinge side of the gate.	Medium	To be completed as part of general maintenance.
Jenkins Close (Nelson Road)	Gate	Trip points on the surface.	There is a trip point adjacent to gate entrance path.	Make level.	Medium	To be further investigated.
Kings Road	Climber - Frame & Net	RoSPA is concerned by accidents on some types of overhead ladders and rings. However, there is a strong development value in these items.		The protective surface under all bars and rings must be kept in good condition.	Medium	Working Group to consider re-surfacing as part of play park strategy priorities and investments.
Kings Road	Seating - External	Timber is splintered.	Front seat slat splintered.	Repair.	Medium	To be completed as part of general maintenance.
MUGA at Duck Lane / Whitehall Walk	MUGA	Bolt is missing.	Bolts missing to panel above goal keeper panel and panel near arena board roadside end. Bolts missing on dug out seat frame. Replace all missing fittings and tighten.	Replace.	Medium	To be completed as part of general maintenance.
Rivermead	Carousel - Poles x 2	Surface needs repair.	The surface is damaged and being lifted. Replace and repair.	Replace.	Medium	Repair Completed.
Rivermead	Seating	Item has some parts missing.	Rear back rest brace missing. Replace.	Replace the missing parts.	Medium	To be completed as part of general maintenance.
Rivermead	Swing - Basket (2400 mm)	Trip points on the surface.	Reinstate area around the PCC edging.	Read the notes for further action.	Medium	To be completed as part of general maintenance.
Rivermead	Swing - Basket (2400 mm)	Item is damaged.	PCC edging and wet pour damaged. Repair and replace.	Repair.	Medium	Repair Completed.
Rivermead	Swing - Junior - 1 Bay 2 Seat (2200 mm)	Fixtures loose or missing.	One support leg loose in the casting. Secure.	Tighten.	Medium	

Rivermead	Swing - Junior - 1 Bay 2 Seat (2200 mm)	We are unable to gauge the structural integrity of this unit.		We advise an internal inspection of all parts or replacement.	Medium	Can not be tightend. Swing set needs replacing. Working Group to further consider as part of play priorities.
Rivermead	Swing - Toddler - 1 Bay 1 Seat (1900 mm)	There is wear in the bushes.	Some wear to the shackle bushes.	Remove shackle bolt and check bush and shackle pin wear, replacing as necessary.	Medium	To be completed as part of general maintenance.
Saxon Gate	Agility Trail - 10 Element	Fixtures loose or missing.	Tumbling bar loose.	Tighten.	Medium	To be completed as part of general maintenance.
Saxon Gate	Agility Trail - 10 Element	Fixtures loose or missing.	Suspended plank walk slats are loose and moving along the bottom rope. Secure.	Tighten/replace.	Medium	To be completed as part of general maintenance.
Saxon Gate	Agility Trail - 10 Element	Fixtures loose or missing.	Trapeze ring eye bolt loose due to missing plastic spacer/washer.	Tighten/replace.	Medium	To be completed as part of general maintenance.
Saxon Gate	Agility Trail - 10 Element	RoSPA is concerned by accidents on some types of overhead ladders and rings. However, there is a strong development value in these items.		The protective surface under all bars and rings must be kept in good condition.	Medium	Working Group to consider re-surfacing as part of play park strategy priorities and investments.
Saxon Gate	Gates - Pedestrian x 2	Shrinkage / separation of the surface. This may give a trip hazard.	The wet pour edges are opening up at the end gate entrance.	Re-glue and fill gaps and joints as necessary.	Medium	To be further investigated.
Saxon Gate	Rocker - Seesaw - Spring	Fixtures loose or missing.	U bolt loose.	Tighten.	Medium	To be completed as part of general maintenance.
Saxon Gate	Swing - Mixed - 1 Bay 1 Tango 1 Toddler Seat	Surface has holes in it.	Small hole in the surfacing between the swing and the bowl.	Repair.	Medium	Quotes for repair requested.
Shady Walk	Gates - Pedestrian	Trip points on the surface.	Soil has dropped around he edgings at the entrance and has exposed stones.	Make level.	Medium	To be completed as part of general maintenance.
Sydney Bank Memorial Field	Adult Fitness - Chest Press	Bolt is missing.		Replace.	Medium	To be completed as part of general maintenance.

ST NEOTS TOWN COUNCIL

Date:	11th JUNE 2024
Title:	COMMITTEE PRIORITIES
Contact Officer:	TOWN CLERK

1. Purpose of the Report

1.1 To seek feedback from the Committee on key priorities for the Operations and Amenities Committee which will feed into the wider Council strategy.

2. Recommendation

2.1 That the Committee consider the current action list and work of the Operations and Amenities Committee and provide feedback on priorities to be considered as part of the wider Council strategy document for development and consideration by the Full Council.

3. Background

3.1 The Operations and Amenities Committee has a wide remit, with some items of business arising on the basis of need throughout the year, particularly maintenance matters. As a result the Committee often has to be very reactionary to some of these matters.

3.2 However, there are also a number of key projects which are longer term and which the Committee may consider more strategic than the day-to-day operations that sit under the Committees remit.

3.3 The Council needs to establish a clear forward strategy across its committees, activities and projects. As such, the Operations and Amenities Committee is asked to consider those activities and projects within its remit which should be key strategic objectives of the Town Council, and as such form key considerations for prioritising resource and allocating of work.

4. Information

4.1 Based on the current remit and work of the Committee, projects on its action list and matters discussed by the committee the following committee strategic priorities are suggested;

Priority		
Cemetery Land	Identifying and securing new cemetery land.	The life span of the existing cemetery is between 7-10 years and the Council does not yet have new land secured. Identifying and investing in such land will need to be a key strategic focus for the Council's resource.
	Developing a new cemetery.	Once land is secured it will need to be developed as a cemetery. This is a long and technical process and the amount of time this will take should not be underestimated.

Operations Depot	Clarifying medium to long term requirements for operations depot provision and identifying new or alternative provision.	The Operations Depot struggles to provide an adequate space for the current team and will not be sufficient for any further development and increased capacity for operations. The Council had to end the lease for greenhouses used to grow the annual flower displays, which adds pressure to the depot and the inclusion of Council owned green houses would be a long term ambition.
Play Park Provision	Finalising and agreeing a forward planning play investment strategy to guide the Council’s investment in play over the coming years.	Particular reference to the creation of a new play park in Eaton Ford to address lack of provision. Strong focus on ensuring play provision is accessible and inclusive across SNTC sites.
Jubilee Garden	Improving and enhancing the community space and the heritage it links to.	Investing to improve this Council owned community space forms part of the current strategic document priorities.
Local Highways Improvements	Developing a strong process for the identification, evaluation, and submission of Local Highway Improvement Bids.	Allocating sufficient resources to ensure the Council plans and submits strong applications. This would benefit from a medium to long term strategic focus, including use of SID signs rather than relying on a year-to-year approach as issues are highlighted.
Changing Places Toilet	The provision of a new changing places toilet in Riverside Park as per a Full Council resolution.	The project is included in the current Strategic Plan as a priority and is due to be completed by mid-July 2024.

4.2 Members are asked to consider and provide feedback on priorities as part of the ongoing development of a wider Town Council strategic plan.

5. Financial Implications

5.1 There are no financial implications linked to the information in this report.

6. Legal Powers

6.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.