



Service Delivery Committee

Wednesday 5th June 2024

MINUTES

1	<p>Present: Cllr Julie Felgate, Cllr Jeanette McCartan, Cllr Amanda Miller and co-opted member Ian Huffer</p> <p>Apologies: Cllr Peter Bulmer, Cllr Steve Collings, Cllr Keith Scargill</p> <p>In attendance: Kath Lloyd, Clerk</p>
2	<p>Open Forum: There were no residents present.</p>
3	<p>Declarations of Interest: There were no new Declarations of Interest.</p>
4	<p>Minutes of previous meeting: the Committee accepted the minutes of the previous meeting on 24th April 2024</p>
5	<p>Annual Plan: The Committee agreed a draft annual delivery plan to go to full council – Appendix A</p>
6	<p>Community Buildings: The Committee received the following updates –</p> <ul style="list-style-type: none">- Caldby Valley Neighbourhood Centre held it's AGM on 29th May, attended by around 40 people and was very successful.- Cllr Otter has gathered quotes for window replacements in the large hall- The centre continues to be busy with a wide range of activities on offer.- Vicars Cross Community Centre is currently offering a range of activities connected with the 10yr anniversary of the council taking ownership of the building.- Vicars Cross Community Centre will be closed for the week starting 5th August to allow electrical work to take place and on Friday 26th July for an Asbestos Management Survey.
7	<p>Traffic issues: PCSO Carpenter is keen to support volunteers in the use of the two speed guns that the council owns – the Clerk will liaise with him and volunteers to confirm dates.</p>
8	<p>Events: to consider upcoming events and agree actions:</p> <ul style="list-style-type: none">- Community picnic on Whites Meadow green space on Saturday 4th May was met with very positive feedback from residents and Councillors felt that it was important to hold a follow up event as soon as possible.- The Committee agreed to hold follow up event at Whites Meadow on Sunday 14th July from 2 – 4pm with the police bike marking if possible, coffee and face painting.- There was an update on the Community Funday at Thackeray Drive – Saturday 27th July, all going well but Clerk needs to check on insurance for trailer/stage.- A Shed Lane clean up is booked for Saturday 8th June from 1 – 3pm. All welcome.- Awards Evening on Thursday 26th September at VXCC and there were suggestions for awards.- Remembrance Sunday – 10th November. The Committee agreed to spend up to £200 on more lamp post poppies as well as £50 on the wreath to be laid at Huntington Parish Church. It was noted that St Pauls Church is up for sale and there might be Remembrance plaques inside to

	the fallen from Great Boughton. The Clerk will contact the new Vicars at St Luke's in Huntingdon who is responsible for the St Pauls building and request access.
9	<p>Information Exchange:</p> <p>The Committee discussed the untidy and dangerous state of the grassy bank alongside Heath Lane and agreed that the Clerk will get a quote for cutting it back. CWaC are responsible for the maintenance of the slope and the steps but have so far failed to meet that responsibility and the Committee felt that it was important that the parish council stepped in if needed. A letter will be sent to residents stressing that this was a one off cut and did not set a precedent for the future maintenance of the area.</p> <p>A resident who helped with the Cedar pathway clean up has requested a similar event in Richmond Crescent and Norley Drive. It was also requested that a cherry tree be planted to enhance the area – agreed on Saturday 17th August from 10 – 12noon.</p>
10	<p>Delegated decisions to report to council:</p> <ol style="list-style-type: none"> 1. The Committee agreed a draft annual delivery plan to go to full council – Appendix A 2. The Committee agreed to hold follow up event at Whites Meadow on Sunday 14th July from 2 – 4pm with the police bike marking if possible, coffee and face painting. 3. The Committee agreed to spend up to £200 on more lamp post poppies as well as £50 on the wreath to be laid at Huntingdon Parish Church. 4. Cut back of Heath Lane sloped bank if necessary. 5. Green tidy up at Richmond Crescent and Norley Drive. It was also requested that a cherry tree be planted to enhance the area – agreed on Saturday 17th August from 10 – 12noon.
11	Recommendations for council:
12	Date of next meeting: Monday 8 th July at 6.30pm Vicars Cross Community Centre

SERVICE DELIVERY WORK PROGRAMME

DATE	EVENT	VENUE	ACTIONS IDENTIFIED	BUDGET	COUNCILLORS LEADING
Friday 18 th April 1 – 3pm	Easter Egg Community Picnic	Queens Rd Field	Chester Grosvenor Round Table to distribute small chocolate eggs Clerk to commission banner & signs	£450	
Saturday 4 th May	Community Picnic	Whitesmeadow	Clerk to organise banner Clerk Cllr Evans to promote via social media Coffee van, ice cream van, free face painting, consultation with community	£100	
Saturday 18 th May 10.30 – 12.30	Community Clean up with CWaC Your Streets	Cedar Pathway & Stamford Crt	Clerk to promote on social media Litter pickers and bin bags from storeroom	£0	CWaC Cllr McGlashan

May	History Book digitised	Online	In progress – book posted and work underway	£150	Cllr Bulmer
Saturday 7 th June 1.30 - 3.30pm	Community Clean up with CWaC Your Streets	Shed Lane	Clerk to promote on social media Litter pickers and bin bags from storeroom	£0	CWaC Cllr McGlashan
Last 2 weeks in June?	Speed Awareness sessions Promotional fortnight with social media publicity, speed gun sessions and police involvement	Thackeray Drive, Queens Road, Heath Lane and Caldley Valley Road	Speed guns already bought, list of volunteers who have been trained to match with untrained volunteers	Staff time to co-ordinate	
July/August	Notice board renovation	Tbc	Two quotes to be agreed	£1,000	Cllr Otter
Thursday 26 th September	Parish Council Awards Evening – Great Boughton in Bloom and Volunteer Awards	VXCC	Stall holders to be identified Meet & greet and sell raffle tickets Help with displays Refreshments	£1,000	
Sunday 10 th November	Remembrance Day	Huntington War Memorial	Clerk to order wreath from RBL Councillors needed to attend, lay wreath, represent parish.	£250	
Friday 6 th December	Carol Singing	Old Laundry Corner	Refreshments Children's Lanterns Choir/music	£500	