

**To all Members of the Environment & Services Committee  
of Hughenden Parish Council**

**You are hereby summoned to attend a meeting to be held on 14<sup>th</sup> July  
2023**

**6pm in the Hughenden Parish Council Office**

**Cllrs: G. Cadwallader, C. Janes, M. Byrom, U. Prashar and S. Thomas**

Signed: *Alice Fisher*

Date: 10<sup>th</sup> July 2023

**The Chair may, at his/her discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of Council business.**

**AGENDA**

**1. Public Participation**

Members of the public are permitted by the Chair to speak once in respect of business itemised on the agenda for no more than 2 minutes. The period for public participation shall not exceed 15 minutes.

**2. Apologies for Absence**

To receive apologies for absence

**3. Declaration of Interest**

To receive declarations of interest and dispensation requests

In accordance with Sections 30 (3) and 235 (2) of the Localism Act 2011 and Hughenden Parish Council Code of Conduct, Councillors are requested to disclose personal and prejudicial interests on matters to be considered at the meeting.

To receive apologies for absence

**4. Minutes**

To approve the minutes from the last meeting 12<sup>th</sup> June 2023 – Attachment 1

**5. Garden of Rest**

To review a recommendation report and quote for the landscaping of new plots at the Garden of Rest and to agree a recommendation to Full Council in the next meeting – Appendix A

**6. Open Spaces Strategy**

To receive an update from the Clerk and the Chair of the Environment & Services Committee on the open spaces strategy. – Appendix B

**7. Cockpit Hole**

To receive an update from the Clerk on the adoption process of Cockpit Hole and to review a motion put forward by Cllr Debra Main and agree a recommendation to Full Council at the next meeting. – Appendix C

**8. Road Safety**

To receive an update from the Road Safety Sub- Committee from the Clerk and to agree a recommendation to Full Council to transfer the sub - committee to a working group. – Appendix D

**9. Streetlights**

To receive an oral report from the Streetlights working group via Cllr Sam Thomas

**10. Playgrounds**

To receive a report from the Playgrounds Working Group and to agree any actions needed or recommendations to Full Council in the next meeting. – Appendix E

**11. Date of next meeting.**

14<sup>th</sup> August 2023 (in principle depending on the outcome of Full Council Meeting decision on 18<sup>th</sup> July 2023 regarding Calendar of meetings)  
9<sup>th</sup> October 2023 (in principle)

**12. Exclusion of Press and Public**

To resolve to exclude the Press and Public from the following item, due to the confidential nature of the business to be transacted. That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**13. Quotes for Hedges & Field Maintenance**

To review the quotes for Emergency Hedges & Field Maintenance works and 12-month contract quotes based on a simplified spec and agree a recommendation to Full Council in the next meeting. – Appendix F 1., F.2, F.3

**14. Open Spaces Contract**

To review and suggest amendments to the draft contract between Hughenden Parish Council and Michael Deegan and agree recommendations to Full Council in the next meeting. – Appendix G