

24 November 2017

Our Ref Hitchin Committee 05.12.17  
Your Ref.  
Contact. Hilary Dineen  
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To: Members of the Committee: Councillor Nicola Harris (Chairman), Councillor Ian Albert (Vice-Chairman), Councillor Judi Billing, Councillor Paul Clark, Councillor Elizabeth Dennis, Councillor Simon Harwood, Councillor Bernard Lovewell, Councillor Alan Millard, Councillor Frank Radcliffe, Councillor Ray Shakespeare-Smith, Councillor Adrian Smith, Councillor Martin Stears-Handscorn and Councillor Richard Thake

You are invited to attend a

**MEETING OF THE HITCHIN COMMITTEE**

to be held in the

**HITCHIN BOYS SCHOOL, GRAMMAR SCHOOL WALK, HITCHIN**

On

**TUESDAY, 5TH DECEMBER, 2017 AT 7.30 PM**

**PRECEDED BY TOWN TALK 6.30PM – 7.15PM**

Yours sincerely,



David Miley  
Democratic Services Manager

## **Agenda Part I**

<b>Item</b>	<b>Page</b>
<b>1. APOLOGIES FOR ABSENCE</b>	
<b>2. MINUTES - 5 SEPTEMBER 2017</b> To take as read and approve as a true record the minutes of the meeting of this Committee held on the 5 September 2017.	(Pages 1 - 12)
<b>3. NOTIFICATION OF OTHER BUSINESS</b> Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.  The Chairman will decide whether any item(s) raised will be considered.	
<b>4. CHAIRMAN'S ANNOUNCEMENTS</b> Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest which requires they leave the room under Paragraph 7.4 of the Code of Conduct, can speak on the item, but must leave the room before the debate and vote.	
<b>5. PUBLIC PARTICIPATION</b> To receive presentations and petitions from members of the public including:  <ul style="list-style-type: none"><li>1. Herts and Essex Ambulance Service;</li><li>2. Hitchin Hackspace;</li><li>3. Hitchin Interfaith Forum;</li><li>4. Hitchin Hedgehog Care;</li><li>5. Hitchin Stroke Group.</li></ul>	
<b>6. GRANTS AND COMMUNITY UPDATE</b> REPORT OF THE COMMUNITIES MANAGER	(Pages 13 - 24)
To update the Committee on the activities and actions of the Communities Officer, to advise on the current expenditure and balances of the delegated budgets and to consider applications for grant funding.	

- 7. UPDATE REGARDING THE ONGOING MAINTENANCE OF AREAS OF ENVIRONMENTAL IMPORTANCE** (Pages 25 - 44)  
REPORT OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES

To provide the committee an update regarding the progress and development of the areas of environmental sensitivity, including Local Nature Reserves, within the area of Hitchin.

- 8. INFORMATION NOTE - GREEN SPACE MANAGEMENT STRATEGY** (Pages 45 - 58)  
INFORMATION NOTE OF THE HEAD OF LEISURE AND ENVIRONMENTAL SERVICES

To provide an update regarding the steps taken and the progress made in identifying interested groups and organisations to safely provide play area facilities previously provided by the Council.

- 9. THE BID RENEWAL PROCESS**  
To receive an oral presentation from the Democratic Services Manager regarding the BID renewal process.

- 10. HITCHIN TOWN CENTRE MANAGER**  
To receive an oral presentation from the Hitchin Town Centre Manager

- 11. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS**  
To receive any oral reports from Members regarding Ward matters and Outside Organisations.

- 12. ITEMS FOR DISCUSSION AT FUTURE MEETINGS**  
To receive suggestions for Items to be discussed at future meetings from Members of the Committee