



# ROYSTON TOWN COUNCIL



Town Clerk: Miss Caroline Mills PSLCC

7<sup>th</sup> July 2022

To all Members of the General Purposes & Highways Committee

Dear Councillor,

The next meeting of the General Purposes & Highways Committee will be held in Room 11, Town Hall, Royston on Monday 18<sup>th</sup> July 2022, at 7.30pm, and you are summoned to attend. The agenda is set out below.

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.roystontowncouncil.gov.uk](http://www.roystontowncouncil.gov.uk).

Please let me know if you are unable to attend.

Yours sincerely

*Caroline Mills*

Town Clerk

## AGENDA

### Climate and Biodiversity Emergency:

Chairman to remind Members to be mindful of the climate and biodiversity emergency declared by Royston Town Council when making decisions on behalf of the council.

### PUBLIC PARTICIPATION

Time will be set aside for members of the public to address the Council on items on the agenda. A maximum of 15 minutes is allocated to public participation and any individual member of the public shall have three minutes to deliver their statement. Members of the public should contact the Town Clerk, in advance of the meeting, if they wish to speak.

#### 1. Apologies:

To receive apologies for absence.

#### 2. Declarations of interest and dispensations.

##### 2.1 To receive declarations of interest from councillors on items on the agenda.

Members are reminded that they are required to notify the Chairman of any declarations of interest in respect of any business set out in the agenda 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 other declarable interests, which requires they leave the room under the Code of Conduct, can speak on the item, if members of the public are allowed to speak, but must leave the room before the debate and vote.

It is up to a member to determine whether to make a declaration, however, if you should require any assistance, please consult the Town Clerk prior to the meeting.

Town Hall, Melbourn Street, Royston, Herts., SG8 7DA

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- 2.2 Assistant Town Clerk to receive written requests for dispensations for interests.
- 2.3 To grant any requests for dispensation as appropriate.
3. **Minutes:**  
To approve as a correct record the minutes of the meeting of the General Purposes & Highways Committee held on Monday 16<sup>th</sup> May 2022 (minutes 41/23 to 46/23, copy enclosed).
4. **Pedestrian/cycle bridge – Melbourn Greenway**  
Members to note the report given on Melbourn Greenway during the public participation section of the meeting. This item will return for discussion and to agree any actions at the next relevant meeting.
5. **Swift boxes:**  
Members to discuss the proposal to install Swift nesting boxes to the Town Hall and agree to recommend to the Finance Committee the use of reserves to cover the costs (report enclosed).
6. **To receive reports from County Councillors and the Chairman of the NHC Royston Area Committee.**
7. **Climate and Biodiversity Action Working Party:**  
Members to:
  - a) appoint a minimum of 4 members to the Climate and Biodiversity Action working party
  - b) resolve to agree the terms of reference for the working party (copy enclosed).
8. **Priory Memorial Gardens:**  
Members to:
  - a) note North Herts Council's plans to install new signs and information boards in Priory Memorial Gardens (information enclosed)
  - b) discuss and agree whether to ask for the Community Toilet Scheme to be referenced on the town map.
9. **Litter in Royston:**  
Members to formulate a response, if agreed, to a letter from members of the public asking Royston Town Council to address the problem of litter in areas outside of the town centre such as Ivy Lane (report enclosed).
10. **Street cleanliness/pigeons:**  
Members to note the action being taken by North Herts Council and agree any further action to be taken (report enclosed).
11. **People and Places Survey:**  
Members to note the results from the survey (report enclosed).



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- 12. Rights of Way application to divert Royston Footpath 17 (NH/308/DIV Rail):**  
Members to formulate a response to the application (information enclosed).
  
- 13. Royston Sustainable Travel Town:**  
Members to:
  - a) note the report on the Sustainable Travel Town programme (report enclosed)
  - b) resolve to approve the draft governance document (information enclosed)
  - c) resolve to approve the draft protocol between Royston Town Council, North Herts Council and Hertfordshire County Council (information enclosed).
  
- 14. Update from Chairman**  
Members are to receive an update from the Chairman of the committee.
  
- 15. Councillors' reports on Town Council activities and as representatives on outside organisations:**  
Members to give oral reports on the outside organisations on which they represent Royston Town Council and any Town Council activities. (Please notify the Assistant Town Clerk, by 4pm on the last working day prior to the meeting, if you intend to give a report).

Date of next meeting: 17<sup>th</sup> October 2022