

Present:-Councillor P Johnson (Chairman), Councillors, M Meakin, C Granger, Nash and Mrs P. O'Hagan (Town Clerk).

1 **Chairman** – to elect chairman for 2018 -19

**Resolved**:- to elect Cllr Johnson as chairman.

2 **Apologies** - To receive any apologies for absence.

**Resolved**:- to receive the following apology for absence  
**Cllr Broomhall**

Absent Cllr Glover.

3 **Declaration of pecuniary interests** – to receive declarations of interest.  
None declared

4 **Minutes** To approve as a correct record the minutes of a Meeting of this Committee held on 13<sup>th</sup> March 2018.

**Resolved**:- to approve the minutes of 13<sup>th</sup> March 2018 and they were duly signed as a true record.

5 **Progress Report on items raised at previous meeting**– for consideration.

**Resolved**:- to note the report.

6 **Toilets**

a) Damage to coin boxes – for update on insurance claim. It was reported that the insurance claim had been approved by the Town Council's insurers and that Healthmatic had suggested that the new box is inset into the wall although this would cost approximately an additional £300. The Clerk explained that this would require a slightly different type of box and that it was not possible to inset the men's coin box, however Healthmatic have agreed to see whether this box can be exchanged for an inset type coin box so that both boxes can be inset into the wall.

**Resolved**:- to recommend the installation of an inset coin box into the ladies toilets.

b) Electrical inspection – to consider quote.  
The Clerk reported that she had received one quote from the company who had carried out electrical work at the Butler Sports Centre.

**Resolved**:- to approve the quote submitted by Hunter Lloyd for electrical inspection and PAT testing of the public toilets.

c) To receive an update on charging income  
The Clerk circulated the income figures since 1.4.18.

**Resolved**:- to note.

## 7 Play Areas/Open Spaces

a) Whitchurch Road POS – to consider correspondence received.

It was reported that there were still some outstanding works required on Whitchurch Road POS and that Taylor Wimpey were not able to set the man hole covers flush with the ground as previously requested.

**Resolved:- to recommend that the phase 1 public open space on the Wilmot Meadow Estate is adopted once the following works as outlined below are completed to the satisfaction of the Clerk, Groundsman and Committee Chairman**

- **The ground around the manhole covers adjacent to the play equipment area is graded to enable mowing up to the manhole covers without damage to machinery.**
- **All tree works as identified on the report are completed.**

b) Skateboard Park – to discuss inspection of. It was reported that following a concern raised by a resident over the safety of the ramps, Playsafety had been instructed to include the ramps in the annual inspection of play equipment that would take place in the next few weeks.

**Resolved:- to note.**

c) Annual asset inspection – to set date

**Resolved:- to defer until ROSPA reports are received.**

## 8 Allotments

a) Rents – to discuss outstanding rent payments.

**Resolved:- to approve termination of the tenancy agreement of plot 21aa due to non payment of rent as per condition 4.3 of the tenancy agreement.**

b) Plots –to discuss uncultivated plots following allotment inspection.

It was reported that the Clerk and the Chairman of the committee had recently undertaken a plot inspection and a number of plots were considered to be in breach of point 2.3 of the tenancy agreement.

**Resolved:- to send a 3 week improvement notice to the following plots 7a, 11b, 18a, 19b, 19bb, 22b, 28, 30.**

**Further Resolved:- To authorise the Town Clerk to serve tenants with a 3 month notice to quit as per 4.3(ii) of the tenancy agreement if following a subsequent inspection at the end of the 3 week notice period the Chairman of the committee and Town Clerk consider that the plot is still in breach of point 2.3 of the tenancy agreement.**

## 9 Love Lane Cemetery

a) Brick Wall – to consider quote for undertaking work to finish wall.

Not progressed due to lack of the need to receive an additional quote for the work. It was reported that the soil by the wall had all been tidied and the work was not in urgent need of completion.

**Resolved:- to note.**

- 10 Tree Survey** – to consider results of tree survey and quotes to undertake work. The clerk presented 2 quotes for the work identified in the tree inspection which also included the recommendation that the group of leylandii trees adjacent to the toilet block on the recreation ground be removed or crown lifted due to concerns over proximity to adjacent buildings. It was discussed that as per the recommendations in this report the committee could consider planting a suitable broadleaved tree in this location in the Autumn.

**Resolved:- to recommend that the leylandii trees on the recreation ground are removed and that the contract for tree works arising from the tree inspection be awarded to Via Della Emelia.**

- 11 Isherwoods Way Recreation Ground** – to discuss maintenance of, at request of Cllr Towers. A discussion took place on the capacity of the Groundsman to take on another play area and whether the work involved in subcontracting this work would be economically viable for both the Town Council and the developers.

**Resolved:- not to progress this item.**

- 12 LED Conversion** - to receive update and consider quote for outstanding work.

**Resolved:- to approve the quote submitted for the works required in order to convert the streetlights on Noble Street to LED.**

- 13 Date and time of next meeting** – to note

**Resolved:- to note that the next meeting of the committee would be on Tuesday 11<sup>th</sup> September at 10.00.**

Meeting ended 15.00

Chairman .....