

Minutes of a Meeting of the Amenities and Services Committee held on Thursday 10th November 2016 at 10.00. in the Eckford Suite, Edinburgh House, New Street, Wem.

Present:-Councillor C J Mellings (Chairman), Councillors R Dodd, P Broomhall, M Meakin, P Dee, E Towers, C Shingler and Mrs P. O'Hagan (Town Clerk).

- 1 **Apologies** - To receive any apologies for absence – none received.
- 2 **Declaration of pecuniary interests** – to receive declarations of interest.

Councillor	Item	Dispensation
Shropshire Councillors Cllr Mellings and Dee	Twin-hatted member declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council	Dispensation previously granted to allow participation and voting on all matters relating to Shropshire Council
Cllr Dodd, Cllr Towers	Members declared a pecuniary interest in Item 9a Allotment rent as they are married to allotment tenants	

- 3 **Minutes** To approve as a correct record the minutes of a Meeting of this Committee held on 27th September 2016.

Resolved:- to approve the minutes of 27th September 2016 and they were duly signed as a true record.

- 4 **Progress Report on items raised at previous meeting** (copy enclosed) – for consideration.

Resolved:-to note the report.

- 5 **Streetlights**

a) For update on LED conversion tender document. It was reported that the tender document had been drafted and that Cllr Mellings and the Town Clerk had met to identify a list of the lights suitable for dimming as per the part night lighting criteria established by Shropshire Council. This list was circulated. A discussion took place on the lights selected for full night lighting and the Clerk was asked to add the Chapel Street Lights to the list due to the location of the Senior Club on the Street. It was reported that further advice was needed from Shropshire Council Street Lighting Team on whether individual lighting surveys were necessary for each light.

Resolved:- To approve in principle the list of lights selected for dimming with the exception of Chapel Street lights 202-205. To authorise the Clerk to discuss the tender document in more detail with Shropshire Council and report back findings to the next meeting of the committee.

b) Streetlight Maintenance contract 2017-2020 – to discuss. A discussion took place on the document and the Clerk was asked to amend the date for submission to 31.12.16

Resolved :-to recommend that subject to the amendment of the submission date to approve the draft contract.

c) Damaged light Marlcroft – for update. It was reported that the potential witness to the accident had not formally submitted a statement therefore the matter could not be progressed any further and the Town Council would not be able to recoup any expenses caused by the damage. A discussion took place on the need to replace the light and Councillors felt that the abundance of other lighting in the street and the fact that there had been no complaints about the lack of lighting in the area indicated that it was not necessary to replace the light in this location.

Resolved :-to recommend that the streetlight is not replaced.

6 Toilets

a) To discuss quotes for replacement doors. It was reported that quotes had been sought from 2 further contractors and that these had not been submitted in time for the meeting.

Resolved :-to defer to the next meeting.

b) To receive an update on charging income. The clerk presented the current financial breakdown of income received from the toilets.

Resolved :-to note the report.

7 Play Areas/ Open Spaces

a) Trees - to consider report following visit with tree officer to property that had requested pruning of tree adjacent to Wheatfield's Play area. It was reported that a meeting had been held with the Shropshire Council's Tree Officer to inspect the tree and he was of the opinion that the tree was healthy and not in danger of falling in its current condition. Therefore it would not be necessary to carry out any works to the tree on safety grounds. However it was the opinion of the Tree Officer that it would not harm the tree if one of the stems currently overhanging the neighbours garden were to be removed and that this could legitimately be carried out by the householder.

Resolved :-to recommend that the Town Council does not agree to any pruning of the tree but to advise the householder that they were within their rights to prune the overhanging branches.

8 Love Lane Cemetery

a) Charges - to review charges in preparation for 2017-18 budget.

Resolved :-to recommend the following increase in charges for 2017-18

Purchase of Exclusive Right not exceeding 50 years and Interment Fee	2016/17	2017/18
A child under 1 month	20.00	20.00
A child 1 month - 12 years	60.00	60.00
Persons 12 years or over		
Purchase of the exclusive right of burial not exceeding 50 years	£550	£600
Interment fee – <i>to include administration associated with burial and soil removal costs.</i>	£225	£275
Interment of ashes in existing grave	£125	£150
Erection of Headstones and Inscriptions		
To a height not exceeding 3 feet	£300	£300
In excess of 3 feet but not exceeding 3ft 6 inches high	£800	£800
Additional inscription	£30	£30
Renewal of Exclusive Right of Burial prior to expiration		
For a period not exceeding 25 years from the date of expiration of existing rights	Half purchase fee at time of renewal	Half purchase fee at time of renewal

9 Love Lane Allotments

a) Charges - to review charges in preparation for 2017-18 budget.
Cllr Dodd and Cllr Towers left the room and took no part in discussions.

Resolved :-to recommend the following increase in charges for 2018-19

ALLOTMENT No.	Rent 2016-18	Rent 2018-19
4, 5, 6, 13, 14, 17, 19, 24	£36.00	£38
26, 27, 28	£24.50	£26
1A, 30, 31, 32	£22.00	£23
1B, 1C, 2A, 2B, 3A, 3B, 7B, 9A, 9B, 10A, 10B, 11A, 11B, 12A, 12B, 15A, 15B, 16A, 16B, 18A, 18B, 20A, 20B, 21B, 22A, 22B, 23A, 23B, 40, 41	£18.00	£19
7A, 7AA, 8A, 8AA, 8B, 8BB, 21A, 21AA	£9.00	£10

b) Inspection – to agree date for December inspection.

Resolved :-that Cllr Mellings, Towers and Dodd and the Town Clerk would set a date for the December inspection and report back to the January meeting.

10 Date and time of meetings – to note date and time of next meeting.

Resolved :-to note that the next meeting of the committee would be held on 17.1.17 at 14.00

11 Exclusion of press and public

To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

Resolved :-to exclude the press and public (none present).

a) To consider letter received from Harfitts Solicitors concerning Silver Birch Tree on Town Council Land.

Resolved :-to refer the matter to the Town Council's solicitors for a response.

DRAFT