

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 27th September 2016 at 14.00. 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 and Mrs P. O'Hagan (Town Clerk).

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

Resolved:-to receive the following apologies for absence

C Shingler

- 2 **Declaration of pecuniary interests** – to receive declarations of interest.
The following interests were declared.

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

- 3 **Minutes** To approve as a correct record the minutes of a Meeting of this Committee held on 19th July 2016.

Resolved:- to approve the minutes of 19th July 2016 and they were duly signed as a true record.

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

Resolved:-to note the report.

- 5 **Streetlights**

a) For update on LED conversion tender document. The Clerk reported that due to service transfer discussions she had been unable to fully draft the tender for the LED contract. In addition to this she felt that it was important that the committee identify the lights that should be deemed suitable for dimming prior to the tender to convert the Town Council's streetlights to LED is produced so as much information as possible is included in the tender document. A report was circulated containing information on the lights potentially suitable for conversion to dimmable LED. A discussion took place and it was

Resolved:-that Cllr Mellings would meet with the Clerk to review the draft tender document and identify light locations suitable for dimming.

Further Resolved:- to recommend that all future light replacements are replaced with dimmable lights if the location is deemed suitable.

b) Damaged lights Marlcroft and Trentham Road – to discuss the cost of replacement of lights and options available to the council.

Marlcroft Light - The Clerk reported that the light in Marlcroft which had been damaged by a road traffic accident where the vehicle had failed to stop was now a police matter. It was hoped that police enquiries would identify the driver who caused the damage to the light so that the Town Council can claim against the driver's insurance.

Resolved:-to defer a decision on replacing the light until after the outcome of the police investigations.

Trentham Road – The Clerk reported that the light on the corner of Trentham Road and Pyms Road was damaged on the evening of the carnival and it was likely that a vehicle unsuspectingly caused the damage when it became tangled in non-flexible bunting that was strung across Pyms Road for the carnival. It was not however possible to claim against the carnival committee's insurance as the bunting was not erected by the carnival committee.

Resolved:-to recommend approval of the quote submitted by E.on for a replacement light and to request that the carnival committee contact residents to ensure that lampposts are not used to secure bunting in the future.

c) To consider quote for replacement light 220 Shawbury Road.

Resolved:-to recommend approval of the quote submitted by E.on however to request that a dimmable light is installed in the location.

6 Wem Sports and Social Association Future set up – to receive report of Management Committee meeting held 18.8.16.

It was reported that the Management Committee had discussed the future management of the charity at its August meeting and that the Committee's preferred option would be for Wem Sports and Social Association to be reformed as a Charitable Incorporated Organisation with the Town Council becoming sole corporate trustee. However, it was stressed that this was only the recommendation of the Management Committee and that the final decision would be down to the Executive Committee of the Association and the Town Council. In the meantime the secretary would be seeking advice from the solicitors to discuss the next stage in the process before formally contacting the Town Council about this to ascertain whether the Town Council would be willing to accept the proposed new set up.

Cllr Mellings also updated on the plans to renew the floodlights at the ground and stated that discussions were ongoing with Shawbury United over whether they would be willing to apply for a ground improvement grant to part fund the new lights.

Resolved:- to note the report.

7 Toilets

a) To receive quote for replacement doors.

It was reported that quotes had been sought from 3 contractors but only 2 had been received in time for the meeting.

Resolved:-to defer a decision on the new doors until further quotes had been obtained.

b) To receive an update on charging income.

The Clerk presented the income received and usage figures to 19.9.16

Resolved:-to note.

8 Planters

a) To consider options for planting of barrels on Town Square.

The Clerk presented a quote from D. Murray for the supply of bulbs and winter bedding plants for the 3 barrel planters on the Town Square.

Resolved:-to recommend that the Town Council approves the quote for supply of plants and maintenance of the 3 barrel planters over the Autumn / Winter period.

9 Play Areas/ Open Spaces

a) Dog Fouling – To receive update on work being carried out by Team Wem on dog fouling issues in the town.

It was reported that the Team Wem Project Group had taken this issue forward and that a competition would be held with St Peters School to design a banner. It was requested that the Town Council fund the printing of 4 banners at a cost of approximately £100. The banners would be printed with the winning design and erected on Drawwell Walk and on the Recreation Ground. There would also be scope to move the banners to other problem areas of the town when needed.

Resolved:-to recommend that the Town Council allocate funding for the production of 4 banners.

b) Trees - to consider requests for pruning/removal of trees in Meadow Close and adjacent to Wheatfields Play area.

The complaint received regarding seed drop from the Silver Birch tree on the corner of Meadow Close was considered by the committee. The Clerk presented photographic evidence sent by a local resident who requested that the tree is pruned to reduce seed drop. This was considered along with advice on the subject received from Shropshire Council Tree Officers and a Tree Surgeon. Following a discussion on the problems caused to a neighbouring property by seed drop and the detrimental impact pruning would have on the tree if it were to be pruned it was

Resolved:-to recommend that on the advice of the Tree Officer due to the damage it will cause to the tree in the long term the request that the Town Council prunes the tree to reduce seed drop is not approved.

Councillors discussed the complaint concerning a tree bordering the Wheatfield Play area and it was;

Resolved:-to recommend that the advice of Shropshire Council's Tree Officer be sought on the condition of the tree in question before any further decision is made.

c) Play area inspection report – to receive a report on annual play equipment inspection reports. The annual inspection reports were considered and it was reported that the minor wear and tear items listed in the report were currently being monitored for further deterioration by John Ralphs as part of the weekly inspections.

Resolved:-to note the report.

d) Swain Close open space – to receive report of meeting held with representatives of Persimmion Homes. The Clerk reported that a meeting had been held with representatives of Persimmion Homes to discuss the open space and that Persimmion staff were going to seek advice with regard to the condition of the bridge and the need to fence off the ditch.

Resolved:-to note the report.

e) Flytipping – to discuss recent fly tipping problems on Cordwell Park play area. It was reported that this matter had also been taken up by Team Wem and that Shropshire Housing Group had been asked to erect a fence between the garages and the play area as this should deter future fly tippers accessing the area from the garages.

Resolved:-to note.

f) Use of Glyphosate – to review the Town Council's Use of Glyphosate as a weedkiller. A discussion took place on the need for the Town Council to consider changing the type of chemical it used for weedkilling in light of health concerns over additives included in some products.

Resolved:- that the Clerk checks with Maxwell Amenity that the version of Roundup currently being used by the Town Council is additive free .

10 **Service Transfer**

a) To receive an update on progress on the transfer of services/facilities from Shropshire Council to the Town Council and funding options.

The Clerk reported that the asset transfer working party would be meeting with representatives of Shropshire Council Estates Team to discuss in more detail

options relating to the transfer of services to the Town Council and would report back to the October meeting of the Town Council.

11 **Love Lane Cemetery**

a) Headstone damage – to consider complaint received concerning damage to a headstone.

Photos of damage to a headstone that was allegedly caused by the Town Council's mower knocking a vase off its plinth were circulated. The Clerk reported that there was no evidence that the damage had been caused by the groundsman as the vase was unstable on its base and the location of the vase meant that people walked past it regularly in order to access graves on other rows so it could have been knocked at any time. In addition to this the grass was cut on Tuesday 30th August but the damage was not discovered by the grave owner until Saturday 3rd September.

Resolved:- to recommend that the Town Council does not accept responsibility for the damage caused to the headstone and that the complainant be referred to the Town Council's insurance company if they wish to take the matter further.

b) Regulations - to discuss recent breaches of cemetery regulations relating to excessive vases/plant pots on graves.

The Clerk reported that a number of graves were currently in breach of regulations as they had too many moveable pots on the grave. Cllr Meakin reported that Friends of Whitchurch Road Cemetery were concerned that non compostable items from Love Lane Cemetery were being placed inappropriately in the compost bins belonging to Whitchurch Road Cemetery.

Resolved:-to write to grave owners requesting the removal of excess pots as per the cemetery regulations.

c) To consider quote for cemetery noticeboard.

A quote was received for the production of a wooden noticeboard for the cemetery.

Resolved:-to recommend purchase of the noticeboard as per the quote received.

12 **Love Lane Allotments**

a) Allotment inspection – to receive a report on allotment inspection undertaken on 16.9.16

It was reported that an inspection of the allotments was undertaken by The Town Clerk, Cllr Towers and Cllr Dodd and that a number of plot holders would be contacted to discuss the condition of their plots.

Resolved:-to note.

b) Internal paths - to discuss condition and responsibility of informal paving slab paths between plots.

It was reported that during the inspection the condition of the paths between plots was also inspected and some paths were found to be uneven creating potential trip hazards. The Clerk reported that no evidence could be found outlining who was responsible for the maintenance of the paths and that there was a need to update the tenancy agreement outlining formally what the Town Council was responsible for and what was the responsibility of the tenant.

Resolved:-to defer a decision on this issue until after the Town Clerk has attended an allotment forum where advice could be sought on the issue.

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

Resolved:-to note that the next meeting take place at 10.00 on November 10th 2016.

Meeting ended 15.45

Chairman.....