

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 7th March 2017 at 14.00 in the Eckford Suite, Edinburgh House, New Street, Wem.

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

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

Resolved:- to accept the following apologies for absence

- 2 **Declaration of pecuniary interests** – to receive declarations of interest.

Councillor	Item	Dispensation
Cllr Dodd, Cllr Towers	Members declared a pecuniary interest in Item 8 Allotments as they are married to allotment tenants.	None
Shropshire Councillor Cllr Dee and Cllr Mellings	Twin-hatted members 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 17th January 2017.

Resolved:- to approve the minutes of 17th January 2017 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.

A discussion took place on the need to re look at Station Road lights and whether dimming these lights would have any impact on road safety. It was reported that there is only 1 light belonging to the Town Council actually on Station Road at the junction with Malthouse Cottages, not on the bend itself.

Resolved:- to recommend to approve the document and works inventory to be included as part of the tender document .

- 6 **Toilets**

a) To discuss quotes for replacement doors.

A discussion took place on the various quotes received for the replacement doors.

Resolved:- to recommend that Welch and Phillips be awarded the contract to replace the external doors on the public toilets and that they be asked to

provide a quote for the repair to the brickwork and area above the doors as well.

b) To receive an update on charging income.

A report detailing the income received from the toilet charging since July was considered.

Resolved:- to note the report.

7 Play Areas/ Open Spaces

a) Interpretation Panel Wheatfield Pond – to discuss condition of panel and possible replacement.

Resolved:- to leave the interpretation panel in place and not replace it.

b) Whitchurch Road POS - to consider request to adopt the play area on land off Whitchurch Road, Wem (Willmot Meadow).

A discussion took place on why the adoption of the POS was not progressed previously. It was felt that as these initial discussions had taken place a number of years ago there was some merit in re-entering into discussions with Shropshire Council to ascertain exactly what is to be adopted and what the funds associated with the adoption can be used for.

c) To consider applying for Shropshire Council's Environmental Maintenance Grant.

Resolved:- to apply for the grant to cover the cost of grass cutting and maintaining the following play areas that are owned by Shropshire Council
The Grove, Cordwell Park, Lowe Hill Gardens.

8 Allotments

a) Paths – For update on condition of slabbed paths between plots.
Cllr's Dodd and Towers left the room and took no part in discussions.

It was reported that the Town Clerk and Groundsman had surveyed the paths and marked the slabs that they considered would benefit from re-laying. It was noted that all the paths were laid on bare earth and were by no means meant to form a smooth pathway. However it was expected that allotment holders would be aware that the condition of the paths was irregular in nature and that they must be aware of potential minor trip hazards.

Resolved:- to seek quotes from a contractor to undertake work to re-lay the paving slabs that have lifted significantly.

9 Cemetery

a) **Issuing of Exclusive Right of Burial** – for discussion.

It was reported that there was a need for clarification on grave ownership for those graves where an exclusive right of burial had not been issued.

Resolved:- to recommend that the Town Council joins the Institute of Cemetery and Crematorium Management and seeks further advice on this issue.

Further Resolved:- to recommend that the Town Council purchase an exclusive right of burial book.

b) Request for memorial bench – for discussion.

Resolved:- not to approve the request due to a lack of space in the cemetery.

c) Review wording of cemetery fees – for discussion.

Resolved:- to recommend amending point 1 of the wording on the cemetery fees form to state.

The Fees and Payments below apply where the person to be Interred or in respect of whom the right is granted is, or immediately before their Death was, an Inhabitant or a Parishioner of Wem Town or within the last ten years their last place of private residence was in the Wem Town parish.

10 Floral Planters

a) Maintenance Contract - To consider quotes received for maintenance of floral planters.

It was reported that 2 quotes had been received. The preferred quote was agreed to be from Harlequin Home and Garden Service. It was noted that this was not the lowest quote however the committee felt that due to the excellent quality of the work carried out by the company over the last 2 years they would wish to continue using the services of the contractor.

Resolved:- to recommend that the contract for the maintenance for the floral planters for 2017-18 be awarded to Harlequin Home and Garden Services.

b) 3 Tier Planter - To consider quote received for lease of planter.

Resolved:- to recommend that the quote received from Plantscape for the delivery and lease of a 3 tiered planter for the Jubilee Square be approved.

c) Entrance Planter Sponsorship – for update.

It was reported that a number of letters had been sent to local businesses and to date a donation of £100 been received.

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

It was agreed that due to the May elections the date of the next meeting would be agreed at the May Annual meeting of the Town Council.

Chairman.....