

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 8th December 2020 at 14.00 on the Zoom Virtual Meeting Platform

Present:-Councillor P Johnson (Chairman), Councillors, P Broomhall, P Glover, C Granger, M Meakin, G Nash, G Soul, E Towers

Mrs Penny O'Hagan (Town Clerk)

- 1 **Apologies** - To receive any apologies for absence.
None
- 2 **Declaration of Pecuniary Interests** - to receive declarations of interest.
Cllr Towers declared a bias interest in item 7 allotments as his wife is an allotment holder.
- 3 **Minutes** - To approve as a correct record the minutes of a Meeting of this Committee held on 8th September 2020.

Resolved:- to approve the minutes of 8th September 2020 held on the zoom meeting platform and the Chairman was given authority to sign them at a later date as a true record.
- 4 **Progress Report on items raised at previous meeting** - for consideration.

Resolved:- to note the report.
- 5 **Toilets**
 - a) Old Toilet Block – to discuss advert to advertise lease of building.
It was reported that Stokes Estate Agents no longer dealt with commercial properties and that the Town Council had been advised to find an estate agent that dealt with marketing commercial properties for the Old Toilet Block.

Resolved:- to note and defer this item to a future meeting.
 - b) Income – for update.

Resolved:- to note the income received to 1.12.20.
- 6 **Play Areas/Open Spaces**
 - a) Recreation Ground Tree planting – to consider correspondence on this item.

Resolved:- to note the correspondence and not move the tree adjacent to Wem Albion Bowling Club.
 - b) Wilmott Meadow Phase 1 request for signage – for consideration.
Groundsman – no reason to exclude balls no evidence of damage.

Resolved:- to note the request but not to install additional signage banning ball games from the play area.
 - c) Wilmott Meadow Management of Phase 2 Public Open Space– to discuss.

A discussion took place on this item and whilst sympathy was expressed for residents who are facing increased bills, concern was expressed over the significant cost to the Council on taking over the maintenance and liability for these public open spaces. The Council would need to employ another member of staff to undertake this work and it may result in residents from other housing estates, current and future requesting that the Town Council take over the management and liability for their public open spaces.

Resolved:- to recommend that the Town Council

- **Agrees to undertake the grass cutting of the land adjacent to the public open space in phase 1 which is already maintained by the Town Council.**
- **Does not adopt the remaining public open spaces on phase 2 of the development.**
- **Agrees to reconsider this decision regarding the adoption of the public open space adjacent to the railway line in 2 years.**

d) Slide replacement – to consider options – Clerk highlighted the error on this agenda item which should have stated slide instead of see saw. It was explained that the annual ROSPA report highlighted that the large slide was showing signs of corrosion and was due for replacement. It was reported that the Groundsman would in the short term treat the corroded area but there was a need to think about a replacement item of equipment in this location but it did not necessarily have to be a slide.

Resolved:- to

- **Request that the underspend in the 2020-21 play equipment and maintenance budget is earmarked for a replacement item in this location.**
- **To involve key stage 2 students from St Peters School in the decision making process to select a new piece of equipment based on the location and budget available.**

e) MUGA Lighting – to consider request received.

Resolved:- not to progress due to cost of installing lighting in this location.

f) To consider request to remove tree by Wem Tennis Club.

Resolved:- to approve the removal of the tree subject to the following conditions

- **A new native tree is planted to replace this tree.**
- **That the work is carried out by a Town Council approved contractor and that the stump of the old tree is removed and all works are paid for by Wem Tennis Club.**

7 Allotments

Cllr Towers left the meeting and took no part in discussions.

a) To receive a report on plot vacancies and consider reletting of plot on cemetery side

Resolved:- to relet cemetery side plots on a 12 month basis.

b) To consider request to keep chickens on plot.

The Clerk advised that the 1950 Allotment Act allowed for the keeping of chickens on allotments but in this case Councillors felt that the plot was too small.

Resolved:- to refuse the application on grounds that the plot is too small.

Cllr Nash left the meeting at 15.00 and Cllr Towers returned to the meeting.

8 CCTV

a) To consider quote for fire station camera.

It was explained that the quote had not been received in time for the meeting.

Resolved:- to delegate authority to the Clerk to progress this work providing it is within budget and following consultation with the Chairman and Mayor.

b) To consider request for additional CCTV camera on main car park.

Resolved:- to recommend that the Bowling Green car park camera is relocated to another part of the car park as part of 2021-22 budget.

9 2021-22 Budget

a) Wem Sports and Social Association - To discuss the financial request for 2021-22.

Resolved:- to approve the recommendation that £19,000 is allocated in the 2021-22 budget for Wem Sports and Social Association.

b) To consider the budget report up to 30.11.20.

Resolved:- to note the report

c) To consider first draft 2021-22 expenditure budget for the following assets and services

- Cemetery
- Bus Shelters
- Toilets inc. Old Toilet block
- Street Lights
- Play Areas
- Allotments
- CCTV
- Floral Planters £

To discuss any other projects for inclusion in 2021-22 budget.

Resolved:- to recommend to the Town Council Budget Meeting that the following 2021-22 expenditure budget be set as follows

<u>NET EXPENDITURE</u>	2021-22
<u>PUBLIC LIGHTING</u>	
Loan Charges (PWLb)	4000
Energy	7000
Mtce	7000
Upgrading of Ltg	8000
Total	£26,000
<u>BURIAL GROUNDS</u>	
<u>LOVE LANE</u>	
Rates	£90

Mtce	£2,000
Bin emptying in skips etc	£2,000
Contribution to Whitchurch Rd	£2,000
Total	£6,090
ALLOTMENTS	
Water by meter	£400
Repairs & Weedkiller	£600
Total	£1,000
RECREATION	
WSSA	£19,000
Play Equip.	£3,600
Repairs & Materials	£5,000
Tree Works	£1,500
Inspections	£600
Recreation (Litter)	£900
Skate Ramp replacement	£2,000
Total	£32,600
PUBLIC TOILETS	
Toilet Cleaning	£9,700
Repairs	£1,000
Utilities	£1,300
Msc	£500
Total	£12,500
BUS SHELTERS	
Cleaning	£800
Repairs and maintenance	£600
Total	£1,400
MISC	
Floral Planters	£5,500
CCTV Scheme	£5,000
Old Toilet Block	£1,000
Total	£11,500
Total Expenditure	£91,090
NET INCOME	
Allotment Rents	£1,600
Burial Fees	£11,000
Toilet income	£1,500
Total	£14,100

d) Fees and Charges – to review allotment fees and cemetery charges for 2021-22.

Resolved:- to recommend to the Town Council Budget Meeting that the following Fees and Charges are set for Love Lane Allotments and Cemetery

Allotment rents

Plot Size	Number	Current rent	2021-22 Increase to
¼ plot	23	12.00	13.00
½ plot	29	24.00	26.00
¾ plot	1	36.00	39.00
Full plot	4	48.00	52.00
Cemetery Side	4	36.00	39.00

Cemetery Charges

Plot Purchase and Interment Fees	2020-21	2021-22
Children*		
A child under the age of 1 month at death	£20	£20
A child under the age of 18 at death	£60	£60
Plot purchase under age of 18	£600	£620
Interment Fee under age of 18	£100	£120
*tosts will be recovered from the Children's Funeral Fund		
Purchase of plot for persons exceeding 18 years at death	£600	£620
Interment Fee (for each interment over 18 years of age)	£275	£300
Interment of ashes in existing grave	£150	£170
Memorial Fee for the erection of a Headstone		
To a height not exceeding 3 feet	£300	£300
In excess of 3 feet but not exceeding 3ft 6inches high	£800	£800
Additional Inscription	£30	£30
Transfer of Exclusive Right of Burial	£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 plot purchase fee at time of renewal	

10 Floral Display

a) 2020 Floral display to consider report from watering contractor.

It was reported that several of the pole planters were now damaged and required decommissioning. Also, the area chosen by Wem Station to relocate the Leek Street pole planters to is unsuitable due to the grading of the bank which would make watering difficult. It was suggested that a new 3 tiered planter was purchased to be located at Summerfield Road junction with New Street and that the Council could also create a new entrance planter to tidy up the area by the railway bridge.

Resolved:- to

- **Note the report and approve the decommissioning of the 4 pole planters along Leek Street and to purchase a 3 tiered planter from the 2021-22 budget to be located on the corner of New Street and Summerfield Way.**
- **To consider cost of installing an entrance planter on the embankment by the Robinson and Young roundabout.**

b) In Bloom Project – for update.

The Clerk gave a verbal report from the recent meeting.

Resolved:- to note the report.

c) Watering contract – to consider.
Following the amendment to the contract to remove the Leek Street Planters it was

Resolved:- to approve the contract.

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

Resolved:- that the next meeting will take place on 9.3.21 at 14.00 venue tbc

Meeting ended 15.30

Chairman.....

DRAFT