

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 9<sup>th</sup> March 2021 at 14.00 on the Zoom Virtual Meeting Platform

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

- 1 **Apologies** - To receive any apologies for absence.  
Absent G Nash, E Towers
- 2 **Declaration of Pecuniary Interests** - to receive declarations of interest.  
None received.
- 3 **Minutes** - To approve as a correct record the minutes of a Meeting of this Committee held on 8<sup>th</sup> December 2020.  
**Resolved**:- to approve the minutes of 8<sup>th</sup> December 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.  
A question was asked about volunteer litter picking and the Clerk responded that as the government stay at home guidance had not been lifted it could not currently resume but that plans could be put in place for consideration by the Council at the March meeting.  
**Resolved**:- to note the report.
- 5 **Toilets**
  - a) Old Toilet Block – to discuss advert to advertise lease of building.  
The Clerk reported that she had approached Halls on this matter but after an initial email was yet to receive a detailed response.  
**Resolved**:- to note.
  - b) Maintenance update and hand dryer quote replacement – for update. It was reported that the majority of the works would be funded as part of the annual maintenance contract for the public toilets therefore only one quote was sought for this work from the current contractor.  
**Resolved**:- to approve the quote for the works.
  - c) Income – for update.  
The Clerk reported that she anticipated that income for 2020-21 would be approx. £825 a reduction of £900 on the previous year which can be directly attributed to the pandemic.  
**Resolved**:- to note.
- 6 **Play Areas/Open Spaces**
  - a) Wheatfields Slide – to consider quote for slide replacement.  
The Clerk explained that she had only obtained one quote for this work as the play equipment contractor had previously installed play equipment for the Town Council to a high standard. Also, she had struggled to find a company who were able to respond in time for the meeting.  
**Resolved**:- to
    - **Suspend financial regulations to allow only one quote to be considered for this work.**

- **Approve the quote received from Ray Parry for the supply and installation of the replacement slide.**

b) MUGA – to consider request for additional lines for basketball shooting on the court.

A discussion took place and it was agreed that it would be a good idea to obtain a price to mark the court out for all sports that are offered on the MUGA not just basketball.

**Resolved:- to seek quotes for marking out lines on the MUGA.**

## **7 Allotments**

a) To receive a report on plot vacancies.

It was reported that all plots are now let and renewal letters will be sent out in the next week. Once letters have been sent out staff will consider letting the vacant plots on the cemetery side on a 12 month basis.

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

## **8 Cemetery**

a) Prees Cemetery – to consider correspondence on this matter.

**Resolved:- to note.**

b) Grave Digging arrangements at Love Lane – to discuss.

**Resolved:- to recommend that grave digging arrangements at Love Lane Cemetery are changed so that:**

- **The Town Council takes over responsibility for marking graves prior to interment.**
- **The Town Council seeks quotes for a grave digging contract at Love Lane Cemetery.**
- **That the cost of grave digging is added to the burial fees charged to Funeral Directors and reviewed on an annual basis.**

c) Grave Digging draft contract – for consideration.

**Resolved:- to recommend that the draft contact be approved.**

## **9 Floral Display**

a) Planter locations and additional entrance planter – to discuss.

**Resolved:-**

- **To approve the quote received from Mills Gardening Services for the installation of an entrance planter between the road signs in the grassed area adjacent to the railway bridge by the Robinson and Young Roundabout**
- **That the work be funded from the 2021-22 budget floral planters budget.**

b) Planter purchase – to consider quotes for the purchase of a 3 tiered planter to be located at the junction of New Street and Summerfield Road.

The Clerk reported that she had submitted an application to Shropshire Council to locate a planter next to the bench on the corner of Summerfield Way and New Street. Two quotes had been received for the planter supply.

**Resolved:- to approve the quote received from plantscape for the purchase of a 3 tiered entrance planter which will be purchased from the 2021-22 budget.**

c) In Bloom Project – for update.

It was reported that a meeting is to be held soon to progress some of the previous suggestions.

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

**10 Streetlighting –**

a) to receive update on column replacement.

It was reported that this work had been delayed due to lack of availability of the columns, however the permits had been recently applied for so work was due to start in the next few weeks.

**Resolved:- to recommend that**

- **if the streetlighting column programme is not started in the current financial year any the allocation for the project to be spent in 2020-21 is earmarked for column replacement expenditure in 2021-22.**
- **Any remaining underspend in the Streetlighting budget from other codes are earmarked for column replacement**

b) to consider quote for updating the inventory.

It was reported that this work formed part of the streetlighting contract and a quote for the works was awaited from the contractor.

**Resolved:- to delegate authority to the Town Clerk and Committee Chairman to consider this quote once it had been received and to place the order for the work.**

c) to consider continuation of Shropshire Council's joint energy agreement.

**Resolved:- to recommend that the Town Council continue to be part of Shropshire Council's joint energy agreement.**

**11 CCTV Maintenance Contract – to consider**

It was reported that the Town Council currently had in place a rolling contract with ORP and it was advisable that quotes are sought for the maintenance contract in the next few months.

**Resolved:- to consider draft contract at the next meeting.**

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

**Resolved:- to note that the meeting date would be set at the May 2021 Annual Town Council meeting.**