

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 21st September 2021 at 10.00 in the Roden Suite, Edinburgh House, New Street, Wem

Present:- Councillor P Broomhall (Chairman), Councillors, R Drummond, A Everett, C Granger, M Meakin, E Towers.

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

Resolved:- to accept the apology for absence from Cllr Johnson (away).
Absent Cllr Hoffmann.

- 2 **Declaration of Pecuniary Interests** - to receive declarations of interest.
None declared.

- 3 **Minutes** - To approve as a correct record the minutes of a Meeting of this Committee held on 15th June 2021.

Resolved:- to approve the minutes of the meeting held on 15th June 2021 and they were duly signed as a true record by the meeting chairman.

- 4 **Progress Report on items raised at previous meeting** - for consideration
In response to a query on the tree planting project for the jubilee, the Clerk stated she was waiting to hear from Shropshire Council on this.

Resolved:- to note.

- 5 **Toilets**

a) Old Toilet Block – to discuss options following inspection by Councillors and representatives from Healthmatic.

A discussion took place on the recent site meeting and proposal by Healthmatic to open only the disabled toilet in the same way that the Prees Toilets are operated.

A quote for the work to reopen and update the disabled toilet was considered. Concern was expressed over the condition of the building itself and how much repair work was required.

Resolved:- to

- **Defer a decision on this until the next meeting so that quotes can be sought for building repair work and water/sewage reconnection costs.**
- **Incorporate the cleaning of the disabled toilet on a 6 month basis into the new cleaning contract which will be awarded at the next meeting.**

b) Income – for update

Resolved:- to note the income to 8.9.21.

c) Electrical inspection – to consider quotes received.

It was reported that only 2 quotes had been received for this inspection

Resolved:- to award the contract to undertake the Electrical Certification Inspection of the public toilets to Hunter Lloyd Ltd.

6 Play Areas/Open Spaces

a) Skate Park Replacement – to discuss.

Councillors discussed the aspiration to replace the existing skate ramps with a concrete skate park. It was explained that if all the Neighbourhood Fund and funds held in the Developers Reserve Fund were used for this purpose there would still be a shortfall of £40,000.

Resolved:- that the Clerk be tasked with identifying grants that may be suitable to apply for.

b) Recreation Ground railings to discuss condition report and recommendations within.

Resolved:- that as per the recommendations in the report to

- **Seek quotes for portable sand blasting of the railings.**
- **Arrange for the removal of the laurel bushes along the length of the railings over the winter period.**

c) Play Equipment Action plan – to consider matters raised in annual ROSPA report and consider quotes to repair gate and wet pour on Trentham Road.

It was reported that only 2 quotes had been received as other companies approached were not able to provide a quote in the time for the meeting.

Resolved:- to

- **Suspend financial regulations to allow for only 2 quotes to be considered**
- **To award the contract to Ray Parry Playground Services for the repair or replacement of the entrance gate and repair of the wetpour.**

d) Wheatfields Trees – to consider replacement following vandalism.

The Clerk explained that the Town Council had been offered 2 Rowen Trees to plant from a local resident.

Resolved:- to accept the offer of the trees and to plant them in the place of the vandalised trees on The Wheatfields Public Open Space.

e) Management plans – to consider establishing a working party to develop management plans for Wheatfields and Trentham Road Public Open Spaces.

Resolved:- to nominate Cllrs Everett and Meakin to work with the Clerk and Groundsman to develop management plans for The Wheatfields and Trentham Road Public Open Spaces.

7 Allotments

a) To receive a report on plot vacancies and notice to quit letters issued.

Cllr Towers declared an interest as his wife is an allotment tenant and left the meeting.

It was reported that two tenants had been issued with notices to quit due to non-cultivation of their plots. Plot 22a had queried the notice and following a

discussion, because the tenant is long standing and the extenuating circumstances of the past 18 months it was:

Resolved:- that a meeting would be held with the tenant to discuss the condition of his plot and to agree an action plan with the tenant to improve its condition before any further action is taken in relation to notice to quit. Cllrs Broomhall, Granger and Johnson were nominated to attend the meeting.

8 Cemetery

a) Cemetery extension – to discuss and consider Clerks attendance on a training course for creating a Garden of Remembrance.

Resolved:- to approve the Clerks attendance on this course.

b) Memorial Inspection – to consider report from recent inspection and to consider recommending Groundsman's attendance on an ICCM Memorial Safety Course.

Resolved:-

- **To note the report and agree to seek quotes to repair the memorials if an owner cannot be found.**
- **To approve the attendance of the Groundsman on Memorial Inspection training.**
- **To review the Council's Memorial Inspection Policy at the next meeting.**

c) Hedge cutting quote – to consider.

Resolved:- to approve the quote and award the contract to Via Della Emelia.

d) Artificial Grass – to consider request received.
A discussion took place on this matter and it was

Resolved:- that

- **The request to allow artificial grass to be laid around the headstone is not permitted.**
- **No artificial grass is to be permitted on any grave in the cemetery and any existing graves with artificial grass are to be asked to remove it.**
- **All Town Council policies relating to Love Lane cemetery to be reviewed at the next committee meeting.**

9 CCTV

a) Addition of fixed camera on Wem Youth Club to cover Leek Street – to discuss quote received.

Two quotes were presented for the work, it was reported that three quotes were not required as this work was an extension of the existing CCTV contract.

Resolved:- to approve the quote submitted by Securitywise to install a new fixed camera on Wem Youth Club.

b) Town Hall Camera - to discuss whether there is a need to transfer images from this camera back to the Town Council system as it is owned by Wem Town Hall.

It was explained that if officers from Wem SNT wished to view the Town Hall Camera they would be able to arrange this with the Town Hall direct so there was little point financially in transferring the images back to the Town Council's monitor.

Resolved:- not to transfer the images back to the Town Council's monitor.

10 Streetlighting

a) Column replacement - for update on works.

It was reported that all brackets had been replaced and that the Lowe Hill Road Column replacement had started and that works had been delayed by supply problems.

Resolved:- to note the report.

b) 2021 inventory inspection – for update on progress

It was reported that the contractor had been contacted to ensure that the inspection of the columns was treated as a priority.

Resolved:- to note.

11 Floral Planters – to review the 2021 display and make recommendations for 2022 contract specification.

A discussion took place on the need to have more sustainable plants in the floral displays with better use of perennials and shrubs in the barrel planters in particular.

Resolved:- to amend the contract specification to include the following

- **additional planters on Jubilee Square.**
- **increased usage of perennials/shrubs in the barrels/troughs and 3 tiered planters.**
- **provision for overwintering of the perennials at the end of the season.**

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

Resolved:- to note that the next meeting would take place on Tuesday 14th December 10.00.

Meeting ended 11.25

Chairman.....