

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 10th September 2019 at 14.00 in the Tower Clock Suite, Edinburgh House, New Street, Wem.

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

Cllr Glover chaired the meeting for items 1-4

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

Resolved:- to accept the following apologies for absence.

Cllr Meakin, Cllr Soul.

- 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 13th June 2019.

Resolved:- to approve the minutes of 13th June 2019 and they were duly signed as a true record

- 4 **Progress Report on items raised at previous meeting**– for consideration
Cllr Johnson entered the meeting at 14.10 and chaired the rest of the meeting.

Resolved:- to note the report.

- 5 **Toilets**

a) To receive an update on charging income.

The Clerk presented the toilet income to date along with a comparison of income received in 2018-19.

Resolved:- to note the report.

- 6 **Play Areas/Open Spaces**

a) ROSPA Reports – to agree programme of works following the annual inspection.

A discussion took place on the annual ROSPA reports and the Annual Councillor Inspection that was held on 28.8.19.

The priority items from the report were considered and the Clerk reported on her actions since the inspection as follows:-

Replacement of bearing in spinner – Contractor asked to quote for replacement.

Replacement of wood on multiplay – Contractor asked to quote for replacement.

See Saw – currently being replaced.

Swing Replacement – John Ralphs to install once part has been purchased.

Resolved:-

- To agree that due to the specialist nature of the work to only seek one quote.
- That delegated authority be given to the Town Clerk following discussion with the Committee Chairman to progress the works once the quote has been received.

- **To authorise the commissioning of a Post Installation Inspection Report following the installation of the new see saw.**

b) Skate Ramps – to discuss ROSPA inspection.

The Clerk stated that she had contacted the ROSPA inspector about the report for advice but had yet to receive a reply.

A discussion took place on this and it was noted that the risk score was as low as possible regardless of any modifications that could be made to the ramps.

Resolved:-

- **That the Groundsman continue to monitor the condition of the ramps as part of the weekly play equipment inspections and note any deterioration in the surfaces.**
- **To recommend that funds are allocated in future budgets with the aspiration of replacing the skate ramps within the next 5 years.**

c) Recreation Ground Fence – to consider quotes.

The Clerk reported that she had asked three firms to quote but that only 2 quotes had been received. It was reported that due to the underground cables the fence would have to be replaced on the same line as the existing fence.

Resolved:- to award contract to LG Roberts. It was reported that this was not the lowest price submitted however the contract was awarded on the basis that the contractor was a local firm and familiar with the site having installed the previous fence and was also aware of the location of the underground cables.

d) Shropshire Council Play Areas – for update on progress following meeting to discuss a financial contribution from Shropshire Council towards the maintenance of these play areas.

It was reported that despite sending several follow up emails no response had been received from Shropshire Council.

Resolved:- to note the report.

e) Use of Gylsophate Weedkiller on Town Council sites – for discussion.

The Clerk reported that following complaints over the use of Roundup they had purchased some non gylsophate based weedkiller and this was to be trialled for its effectiveness. It was explained that the Groundsman carried out minimal spraying on the public open spaces only 2 -3 times a year.

Resolved:- to trial use of acetic acid based product for a 6 month period.

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Allotments

Cllr Towers left the meeting

a) To receive a report on recent inspections.

The Clerk updated on the state of plots that were to be monitored following the June inspection and said that all plots were now being adequately cultivated or that plot holders had given valid reasons for not being able to cultivate their plot in recent months.

Resolved:- to note the report and arrange an inspection to the Autumn.

b) To receive a report on plot vacancies.

It was reported that all plots except for two plots under the trees adjacent to the cemetery were let.

Resolved:- to not relet plots 30 and 31 due to the difficult growing conditions on these plots caused by tree roots and shading.

c) To consider offer received from tenants to establish an Allotment Association with the aim of providing support and advice to tenants should they require it.

Resolved:- to support the establishment of an Allotment Association.

8 Love Lane Cemetery

a) Memorial Testing – for update on progress.

The Clerk reported that she had requested a quote for the work on the memorial where the owner was deceased. A discussion took place on the options available to the Council regarding memorials that needed work but where it was not possible to contact the owner. The Clerk informed councillors that the Council could lay the stones flat or pay for the repairs. Councillors expressed the view that they did not wish to see stones laid flat as it would cause problems with grasscutting. The Clerk estimated that the repair to the stones would be in the region of £350

Resolved:-

- **That the Clerk attempts to contact owners once more to repair stones**
- **That the Clerk is authorised to arrange for the repair of stones where it has not been possible to contact the owner or if the owner is deceased up to a limit of £350.**

b) Cemetery extension– for update.

The Clerk reported that the original planning permission for the cemetery had been found and the land was designated as Cemetery with temporary allotments. It was reported that despite contacting the company repeatedly the Clerk had not heard back from the original contact relating to the design brief.

Resolved:- to seek advice from an alternative design consultant on the creation of a section for cremated remains at the cemetery.

c) Hedgecutting - to consider and approve quote received.

Resolved:- to approve the quote received.

9 Floral Planters – to review 2019 display and discuss 2020 display.

It was explained that the Town Council was currently reliant on the good will of Lower Lacon Caravan Site in planting up of the floral planters and that the Council should look at other options should Lower Lacon Staff not wish to continue with this.

A discussion took place on the need to relocate the planters on Leek Street as they were obscured by the trees.

Resolved:-

- To seek quotes from firms for the supply of plants and planting of the Town Council's floral displays.
- Councillors to consider other location suggestions for the Leek Street planters.

10 CCTV

Draft CCTV code of practice – for consideration.
Clerk circulated draft code of practice which was in need of updating.

Resolved:- to defer adoption to next meeting.

11 Date and time of meetings

a) Next meeting - to note time and date of next meeting.

Resolved:- to note that the next meeting will be held on 10.12.19 at 14.00

Meeting ended 15.20

Chairman.....