

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 13th December 2022 at 14.00 in the Roden Suite, Edinburgh House, New Street, Wem

Present:- Councillor P Johnson (Chairman), Councillors, P Broomhall, R Drummond, M Meakin, E Towers.

Mrs P O'Hagan (Town Clerk)

- 1 **Apologies** - To receive any apologies for absence.
The following apology was received Cllr Soul
Absent Cllr Hoffmann

- 2 **Declaration of Pecuniary Interests** - To receive declarations of interest.

Councillor	Item	Dispensation
Cllr Towers	11a WSSA budget request interest as trustee	Dispensation to allow participation but not voting on all matters relating to Wem Sports and Social Association
Cllrs Meakin and Drummond	11a WSSA Budget request interest as trustees	

- 3 **Minutes** - To approve as a correct record the minutes of a Meeting of this Committee held on 6.10.22.

Resolved:- to approve the minutes of the meeting held on 6.10.22 and they were signed as a true record by the meeting chairman.

- 4 **Progress Report on items raised at previous meeting** - for consideration.

Resolved:- to note.

- 5 **Toilets**

a) Income – for update.
The income to date was circulated and noted.

Resolved:- to note

- 6 **Play Areas/Open Spaces**

a) Wheatfields Ball Area – to consider correspondence.
A discussion took place and Councillors expressed concern that this area was set aside for informal ball games so a ban could not be put in place.

Resolved:- to monitor the situation.

b) Wheatfields Sign – to approve removal of
Councillors agreed that the sign needed removal as it was becoming unkempt.

Resolved:- to remove the sign.

- 7 **Allotments**

a) To receive a report on plot vacancies and outcome of recent inspection

Resolved:- to note the report

b) To consider quote received to remove ivy and buddleia at the end of plots 2b, 3b and 4.

Resolved:- to approve the quote from Via Della Emilia to remove the buddleia and ivy at the back of plots 2b,3b, 4 and 5 and inform the tenants of the planned work.

8 Cemetery

a) Extension project – to discuss.

A discussion took place on this item and suggestions for the location of a memorial garden and associated paths were considered.

Resolved:- to delegate Cllr Johnson, Cllr Broomhall, Groundsman and Town Clerk to set up a meeting with a landscape designer to discuss options and report back

9 Street lights

a) Maintenance Contract – to consider quotes submitted

Resolved:- to award the contract for the Town Council's Streetlighting Maintenance contract from 2023-2026 to Highline Electrical.

10 CCTV Update to consider a request received for a CCTV camera at Love Lane Cemetery.

Resolved:- not to progress this matter as there are no electric services in the vicinity of the cemetery and evidence of need has not been identified.

11 2023-24 Budget

a) to consider contribution request received from Wem Sports and Social Association

Cllr Drummond and Meakin left the room and took no part in discussions. As the meeting was no longer quorate it was not possible to make a recommendation on this item.

Cllr Drummond and Meakin returned to the room

b) To consider the budget report up to 30.11.22.

Resolved:- to note the report

c) To consider first draft 2023-24 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 2023-24 budget. A discussion took place and due to challenges facing the council those present felt that there were no additional projects for inclusion. A suggestion was made that instead of purchasing new railings some railings at Fir Tree Lane could be relocated to the front of the recreation ground and the clerk agreed to investigate the viability of this suggestion.

Resolved:- to recommend that the following budget for assets and services that come under the remit of the Amenities and Services for 2023-24 is approved.

NET EXPENDITURE	Budget
	2023-24
<u>PUBLIC LIGHTING</u>	
Loan Charges(PWLB)	£3,900
Energy	£14,000
Mtce	£7,000
Column Replacement	£15,000
Total	£39,900
<u>BURIAL GROUNDS</u>	
Rates	£100
Repairs and Maintenance	£2,500
Bin emptying in skips etc	£2,300
Gravedigging	£2,000
Contribution to Whitchurch Rd	£2,000
Extension works	£6,440
Total	£15,340
<u>ALLOTMENTS</u>	
Water by meter	£500
Repairs & Maintenance	£700
Total	£1,200
<u>RECREATION</u>	
<u>Wem Sports and Social Assoc.</u>	<i>Tbc</i>
Play Equip.	£3,600
Repairs & Maintenance	£5,000
Tree Works	£2,000
Inspections	£600
Recreation (Litter)	£1,000
skate ramp replacement	£2,000
Climate change works	£500
Old toilet block running costs	£5,500
Railings replacement	£20,000
White lining works	£0
Msc	£0
Total	£40,200
<u>PUBLIC TOILETS</u>	
Toilet Cleaning	£9,800
Repairs	£1,000

Utilities	£1,800
Msc	£500
Total	£13,100
<u>BUS SHELTERS</u>	
Cleaning	£1,000
Repairs and maintenance	£600
Total	£1,600
MSc. Assets	
Floral Planters	£5,000
CCTV Scheme	£5,000
Total	£10,000
total budget	£121,340
contribution from reserves	£16,400
	£125,940
<u>NET INCOME</u>	
Allotment Rents	£2,000
Burial Fees	£13,000
Toilet income	£1,750
Gravedigging	£2,000
contribution from reserves	£16,440
total	£35,190
Contributions from earmarked reserves	
Cemetery Extension	£6440
Railings	£10,000
Total	£16,440

d) Fees and Charges – to review allotment fees and cemetery charges for 2023-24.

Resolved:- to recommend the following fees and charges for 2023-24 starting on 1.4.23

Allotment rents

Plot Size	2023-24
¼ plot	£15
½ plot	£30
¾ plot	£45
Full plot	£60

Love Lane Cemetery

<i>Plot Purchase and Interment Fees</i>	<i>2023-24</i>
<i>Children*</i>	
A child under the age of 1 month at death	£20
Plot purchase under age of 18	£630
Interment Fee under age of 18	£120

<i>*the actual fee to the family will be £0 but the indicated costs will be recovered from the new Children's Funeral Fund</i>	
Purchase of plot for persons exceeding 18 years at death	£630
Interment Fee (for each interment over 18 years of age)	£310
Interment of ashes in existing grave	£180
<i>Memorial Fee for the erection of a Headstone</i>	
To a height not exceeding 3 feet	£300
In excess of 3 feet but not exceeding 3ft 6inches high	£800
Additional Inscription	£30
Transfer of Exclusive Right of Burial	£30
<i>Renewal of Exclusive Right of Burial prior to expiration</i>	
For a period not exceeding 25 years from the date of expiration of existing rights	Half plot purchase fee at time of renewal

12 **Floral Planters** – to approve draft watering and maintenance contract

Resolved:- to approve the floral planters draft watering and maintenance contract and request return of quotes by 14.1.23

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

Resolved:- to note that the next meeting will be held on Tuesday 14th March 2023 at 14.00

Meeting ended 15.40

Chairman.....