

Minutes of a Meeting of the Amenities and Services Committee held on Tuesday 16<sup>th</sup> June 2020 at 14.00 on the Zoom Virtual Meeting Platform

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

1 member of the public present until item 3

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

**Resolved**:- to accept the following apology for absence.

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.

Cllr Meakin declared a bias interest in item 9b as she is a neighbour of the complainant.

3 **Minutes** - To approve as a correct record the minutes of a Meeting of this Committee held on 13<sup>th</sup> March 2020.

**Resolved**:- to approve the minutes of 13<sup>th</sup> March 2020 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) To receive an update on reopening programme and to consider risk assessment and signage.

The Clerk explained that she had held a meeting with Healthmatic and signage was now in place along with a reduction in the number of cubicles, urinals, sinks and dryers to ensure that social distancing can be maintained.

**Resolved**:- to approve the risk assessment and authorise the reopening of the public toilets from 18.6.20.

To defer to the September meeting any discussions regarding use of a contactless payment system.

b) Old Toilet Block – to discuss development of an action plan for the building.

The Clerk explained that Shropshire Council would be sending the Town Council all paperwork held on the building and that a decision needed to be made on the future use of the building. A discussion took place on the need to establish whether there was any interest from private businesses to convert the building into a business and to approach all estate agents in the town for advice of how to market.

**Resolved**:- that;

- the Clerk would approach all Estate Agents in the town to discuss marketing options and seek quotes for marketing the building for commercial use
- to consider the matter further at the September meeting of the committee

## 6 Play Areas/Open Spaces –

a) Reopening of play equipment – to discuss

It was reported that all the Town Council's play equipment remained closed in line with the Government guidance and that signs had been erected on the equipment informing the public of the closure. The Clerk reported that no guidance had been issued concerning the reopening of the play areas but that advisory notices would have to be erected when they were opened.

**Resolved:- to delegate authority to the Town Clerk in discussion with the Committee Chairman and Mayor over any measures that would need to be taken to enable the safe reopening of the play equipment once the Government advises that this can go ahead.**

b) Tree planting – to consider quotes

It was reported that no quotes had been received.

**Resolved:- to defer the matter to the next meeting but in the meantime the Clerk, Groundsman and Chairman would visit all sites proposed to assess the locations identified on the plan for suitability for planting.**

## 7 Allotments

a) To receive a report on plot vacancies.

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

It was reported that there was only one vacant plot and it was in the process of being relet and that there were currently 12 names on the waiting list

**Resolved:- to note**

b) To receive a report on the Clerk's recent inspection.

The inspection report was considered which the Clerk had carried out under delegated powers due to the Government restrictions. It was reported that a notice to quit was not served on the tenant of 19aa due to extenuating circumstances that became apparent following the last meeting, however no work had been completed at all on the plot.

**Resolved:- to contact the tenant of 19aa and issue a 4 week improvement notice and if necessary issue a notice to quit if the plot is not brought up to the required level following the improvement notice.**

Cllr Towers rejoined the meeting.

## 8 Cemetery

a) Fence replacement – to consider quotes received.

Four quotes were considered and it was explained that there was a shortfall of £2000 to enable the completion of this project from the Cemeteries maintenance and repair budget despite £1800 being carried over from 2019-20.

**Resolved:- to**

- **Award the contract for the supply and installation of metal bow topped railings to replace the existing cemetery fence to Evans welding.**
- **Recommend to Full Council that £2000 is allocated from general reserves to cover the shortfall for this project.**

**9 CCTV**

a) To select CCTV camera for upgrading

The Clerk explained that following discussions with Wem Safer Neighbourhood Team it was considered that the most appropriate camera for upgrade would be the one on the United Services Club.

**Resolved:- that the Clerk seek quotes to upgrade the CCTV camera on the United Services Club.**

b) To consider request for extra camera on the Recreation Ground.

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

**Resolved:- not to progress this matter due to there already being 2 cameras covering parts of the Recreation Ground.**

Cllr Meakin returned to the meeting.

**10 Floral Planters Relocation – for update**

The Clerk reported that it had not been possible to relocate the pole planters on Leek Street and reinstall them on the corner of Summerfield Road as planned due to the lockdown. The Clerk explained that the existing metal planters were very old and becoming increasingly difficult to store, erect and transport. They also require significant watering as they do not have an internal reservoir like the newer planters so the committee may wish to consider updating the planters. Councillors expressed the view that there was a need to carry out a review of the location of all the pole planters over the summer and develop a plan for planting in 2021. All Councillors were encouraged to view the planters over the Summer and consider alternative locations and types of planter. Cllr Towers also requested that a replacement for the damaged tree on the corner of Summerfield Road be considered by the Committee.

**Resolved:- to defer this matter along with the possible replacement tree on Summerfield Road to the next meeting.**

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

**Resolved:- that the next meeting will take place on Tuesday 8<sup>th</sup> September 14.00 on the Zoom Virtual Meeting platform.**

Meeting ended 15.00

Chairman.....