

Tidenham Parish Council

Amenities Committee 2015/2016

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Minutes of an Amenities Committee Meeting held on 10th June 2015 at 7.00pm at Tidenham War Memorial Hall

Present: Councillors: S Ford, S Bollen, J Powell, N Bullivant
Administrative Assistant: K Duffin (Minutes)

1. ELECTION OF NEW CHAIR

- a. **To elect the new Chair** of the Amenities Committee.
Cllr Ford took the chair and accepted nominations.
There being no other nominations Cllr Bullivant was duly elected.

2. APOLOGIES

- a. **To receive** apologies for absence from those councillors unable to attend.
Received apologies from Cllr Molyneux due to commitments at FODDC
- b. **To consider for acceptance** those apologies received with reasons for absence.
Resolved to accept apologies from Cllr Molyneux

3. DECLARATIONS OF INTEREST

- a. **To receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.
Interests may be declared at any time during the meeting should they become apparent.
None received.

4. MINUTES OF PREVIOUS MEETING

- a. **To consider** for approval as a correct record the minutes of the meeting held on 11th March 2015.
Resolved to accept the minutes as a true record.
- b. **To consider** matters arising from those minutes.
None raised.

5. PUBLIC CONSULTATION

- a. **To receive and consider any questions from the Public**, which may be answered but not debated.
None present.

6. CLERKS REPORT

- a. **To Present** the Amenities Finance sheet for May 2015
The Administrative Assistant presented the Amenities Finance sheet for May 2015.
After discussion the sheet will be amended to show non-committed monies separately.
The Administrative Assistant to amend and send to committee members.

- b. To report** on the quality of grass cutting by Glebe Contracting
The Administrative Assistant reported on the complaints received at the start of the grass cutting season and how they have been resolved. The Administrative Assistant advised members that a credit note had been received by The Clerk, which he understood it to be 'about £300.00' to compensate for the missed cut at the Skate Park. Cllr Ford proposed that the invoice for March grass cutting now be paid but only upon confirmation of the credit note being in excess of £300.00.
- c. To report** on the tree works by Greenfields
All tree works identified on the current report have been completed with the exception on two trees at Tidenham Church where the contractor was ordered to leave site by the Churchwarden who claimed that they didn't have the correct authority to do the work. See agenda item 7.a.i.
- d. To report** on the state of the Welsh Water works in Wyebank Road
Welsh water contractors have stone-picked the site, remodelled the ground profile, replaced topsoil and sown grass as agreed.
The Administrative Assistant will liaise with the Clerk to collect rental monies up to the time of the first grass cut. Members were advised that at a site meeting TPC had suggested to WW that they may wish to employ TPC to grass cut the WW area.

7. TO CONSIDER CHURCHYARD WORKS AND ISSUES

a. General

- i. To report** on the situation with the Churches Officer regarding maintenance of churchyards and the need to apply for a 'Faculty' before works are undertaken.
There is currently a stalemate whereby the Churches Officer (with the authority of the Archdeacon) has stipulated that the 'guidance' supplied by him is adhered to and a 'Faculty' is requested for all works. The Parish have asked for the relevant legislation (rather than guidance) but so far nothing has been supplied. Meanwhile two trees which need to be felled according to the tree report remain standing at the instruction (and the responsibility) of the Church's Officers.
Cllr Bullivant has volunteered to speak with the Vicar to see if the deadlock can be broken. The Administrative Assistant will write a formal letter to the Churches Officer restating the current situation and requesting the relevant legislation.
It was also resolved that Councillor Ford be supplied with hard copy extracts from the tree report of Tidenham church together with a covering letter addressed to Mr. R. Martin for hand delivery by Mr. Ford.
- The Administrative Assistant** was also asked to write to Reverend David Treharne pointing out the presence of a dangerous (dead) tree of some 60 feet height at St. Michael & All Angels church (Chase church).
- ii. To report** on the gravestone 'topple testing' training
Only two of the original four members trained remain in the council.
The Administrative Assistant to arrange training of all Amenities members during August.

iii. **To report** on the Spring programme to be carried out by Green Grafter at churchyards
The Administrative Assistant has requested that the work be carried out in the near future.

b. **St. Luke's Church**
Nothing to report

c. **Tidenham Church**
Nothing to report

d. **Beachley Church**
Nothing to report

8. **TO CONSIDER PLAY AREA ISSUES**

a. **General**

- i. **To report** on Annual Play Area Safety testing
Safety testing by ROSPA has been requested during June 2015 at a maximum cost of £600 (inc VAT) based on their pricing structure of £65 + VAT per site (up to five item of play equipment) plus £3 + VAT for each additional item.
Resolved to accept the ROSPA quote.

b. **War Memorial recreation ground**
Nothing to report

c. **Dane's Hill recreation ground**
i. **To report** on monthly inspection
Perimeter gate will not self-close.
Resolved to monitor the situation and take action after the safety report in June.

d. **The Skate park**
Nothing to report

e. **Sedbury Hall**
i. **To report** on the broken waste bin at the rear of the hall
The bin is now repaired

ii. **To report** on the broken fence at the rear of the chip shop
The Administrative Assistant has written to Two Rivers showing the deeds which state the Parish Council is not responsible for the fence in question. So far there is no reply.
The Administrative Assistant will make efforts to make contact with Two Rivers over the matter.

- iii. **To report** on the 'boundary creep' from the dwelling next to the hall
The boundary fence of the house next to the hall seems to have been moved about one metre inside the boundary of the hall.
The Administrative Assistant has written to Two Rivers to highlight the issue and arrange a site visit. So far there is no reply. Hewill make efforts to make contact with Two Rivers over the matter.
- iv. **To report** on monthly inspection
Loose matting on see-saw at front
The Administrative Assistant reports that the matting is acceptable and the situation should be monitored.
Bench Loose. The bolts securing the feet are loose.
The Administrative Assistant to arrange repair.
- f. **Buttington Road play area**
 - i. **To report** on monthly inspection
No padlock on wide gate
Resolved to replace the chain and padlock up to a maximum of £20
- g. **Woodcroft play area**
 - i. **To report** on monthly inspection
Cracked safety floor under swings
The Administrative Assistant to monitor pending safety checks in June

9. TO CONSIDER OPEN SPACE ISSUES

- a. **Shirley's Grove**
 - i. **To consider** the quotations received for bramble & undergrowth control and for provision of a gate and fencing
 - ii. **Resolved** to accept the quote for £510 +vat (£612) to supply and install a kissing gate and fencing.
 - iii. **Resolved** to decline a quote for £2445 (no vat) to cut down shrub growth.
The Administrative Assistant to source other quotes in line with agreed scheme of works.
- b. **Bus shelter at Stroat**
 - i. **To consider** three quotes for the supply and installation or repair of a new bus shelter to replace the damaged one at Stroat.
 - ii. **Resolved** to accept the quote of £315 (no vat) to repair the existing shelter.
- c. **Dog Waste Bins**
 - i. To consider damaged dog bin in King Alfred's Rd and the up keep of dog bins in general
Resolved to reconsider after the Asset Register review is complete (see agenda item 10).

10. ASSET REGISTER

- a. **To consider** updating the Asset Register
Resolved for the Administrative Assistant and Cllr Bullivant to carry out a full review of the

register in August 2015

11. TO CONSIDER CORRESPONDENCE RECEIVED

- a. None received

12. TO RECEIVE COUNCELLOR'S LOCAL REPORTS AND MATTERS FOR THE NEXT AGENDA

- a. None received

13. TO CONFIRM THE DATE OF THE NEXT MEETING

- a. Next meeting 8th July 2015

There being no further business the meeting closed at 8.32pm