

Tidenham Parish Council

Amenities Committee 2015/2016

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Minutes of an Amenities Committee Meeting held on 9th September 2015 at 7.00pm at Tidenham War Memorial Hall

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

1. APOLOGIES

- a. **To receive** apologies for absence from those councillors unable to attend.
None received.

2. 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.

3. MINUTES OF PREVIOUS MEETING

- a. **To consider for approval** as a correct record the minutes of the meeting held 8th July 2015.
Resolved to accept the minutes as a true record.
- b. **To consider** matters arising from those minutes.
Cllr Bollen asked about progress with the surveillance CCTV at the two selected sites. The installation is pending and an update will be given by the Clerk at the Full Council meeting on 16th September.

4. PUBLIC CONSULTATION

- a. **To receive and consider any questions from the Public**, which may be answered but not debated.
No members of the public present.

5. CLERKS REPORT

- a. **To Present** the Amenities Finance sheet for Aug 2015.
The finance sheet was presented with slight changes (in presentation only) to correspond more closely with the Clerks full finance report.
- b. **To report** on the annual safety inspection of the recreational grounds.
A telephone meeting has been arranged for Monday 14th Sept to discuss and clarify the findings of the report with the author. Following this a quotation will be sought for any remedial work.
Resolved to pre-authorise spending up to £700 (inc Vat) to expedite any remedial work.

- c. **To report** on ongoing work in Miss Shirley's Grove.
- i. Reduction of the scrub
The Administrative Assistant will arrange a meeting with a contractor to discuss the immediate work and the possibility of a rolling maintenance programme.
 - ii. Hedge maintenance
A quotation has been requested to cut the hedge (both sides and top).
 - iii. Clear branches from around the telephone cable feed to the neighbouring cottage.
Resolved to approve a spend of £100 (inc Vat) to prune any tree branches interfering with the telephone cable.
- d. **To report** on completed works.
- i. Stroat bus shelter has been repaired and debris removed
 - ii. Provision of a kissing gate & fence in Shirley's Grove between the Grove and the War Memorial Recreation Ground
 - iii. The tightening of the bench fixing bolts at SBVH has been completed
- e. **To report** on the asset register review.
- i. The review will start during September and Cllr Powell has offered to photograph all assets as a matter of record

6. **TO CONSIDER CHURCHYARD WORKS AND ISSUES**

a. **General**

- i. **To consider** the email from the legal department of Gloucester Diocese
The information was circulated to the committee. The Administrative Assistant commented that the information was very vague and that a mail had been sent to the source requesting more detailed information covering specified topics. Meanwhile committee members will also research the topic
Resolved to wait for clarification.
- ii. **To consider** the situation with the Churches Officer regarding maintenance of churchyards and the need to apply for a 'Faculty' before works are undertaken
Resolved to wait for clarification (agenda item 6.a.i above)
- iii. **To Consider** the church walls survey
Resolved to not consider church walls until clarification is received from the Diocese (agenda item 6.a.i above); the justification being that one of the documents sent from the Diocese seems to indicate the walls are outside the scope of responsibility of closed churchyard maintenance

b. **St. Luke's Church**

- i. **To consider** the email from the Churchwarden regarding the trees along the southern (school) wall
Resolved that the Administrative Assistant will write to the Churchwarden advising that the tree works listed in the report will be carried out in due course as per the recommendations of the report.

Note that Cllr Molyneux requested that the work be completed within the timescales indicated in the report

c. **Tidenham Church**
Nothing to report

d. **Beachley Church**
Nothing to report

7. **TO CONSIDER PLAY AREA ISSUES**

a. **War Memorial recreation ground**

- i. **Consider** email from a user regarding cutting of the grass on the War Memorial ground football pitch. The pitch had been partly cut leaving two zones of long and short grass. The Administrative Assistant contacted Glebe who explained that sometimes the pitch is occupied and they cannot eject the people.
Resolved to note the response and monitor the situation in future.

b. **Dane's Hill recreation ground**
Nothing to report

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

d. **Sedbury Hall**

- i. **To consider** the broken fence at the rear of the chip shop.
No action has been taken by Two River's Housing.
Resolved that the Administrative Assistant will contact Two Rivers to ensure that they have accepted responsibility for the fence and will action its repair.
- ii. **To consider** the 'boundary creep' from the dwelling next to the hall.
The fence between the Hall and the neighbouring house has been replaced in the past and appears to have been moved nearer to the Hall. Two Rivers have sent the boundary plan handed to them at the time they took transfer of the housing stock but it is not conclusive.
Resolved for the Administrative Assistant to obtain the conveyancing document and registered title from archive to progress the matter.

e. **Buttington Road play area**
Nothing to report

f. **Woodcroft play area**

- i. **To consider** the broken fence between the recreation ground and the neighbouring field.
The Administrative Assistant contacted the owner of the land to request permission to make a repair to the fence. Permission was granted.
Resolved for the Administrative Assistant to obtain a quotation for the repair, probably in conjunction with any recreational repairs identified in the safety report (agenda item 5.b).

8. TO CONSIDER OPEN SPACE ISSUES

a. Shirley's Grove

Refer to the Clerk's Report agenda item 5.c.

b. Welsh Water Works Wyebank Rd

To consider the Emails from a concerned resident regarding graffiti and the reinstatement of the grounds after the completion of works. The reinstatement of the land appears complete but the graffiti remains and there seems to be Welsh Water vehicles in the area frequently.

Resolved that the Administrative Assistant will pass on the latest communications from the concerned resident and enquire as to the state of works in the area.

c. Bus Shelters

To consider the email from Cllr Gregory regarding the shelter in Beachley Rd and the upkeep of shelters in general. The shelter was overgrown with weeds and bramble and a nearby resident cleared it. She also enquired about the policy for clearing such growth in future.

Resolved that the Administrative Assistant will write a letter of thanks to the resident who cleared the shelter and that shelters will in future be included in the Spring and Autumn 'walk around' programme.

9. TO CONSIDER THE AMENITIES BUDGET FOR 2016-2017

a. To consider preparation of the 2016-2017 Amenities budget.

Resolved that the Amenities Chair and the Administrative Assistant will prepare a draft budget for discussion and approval at the November Amenities meeting.

10. TO CONSIDER CORRESPONDENCE RECEIVED

a. Consider the email offering trees for public spaces from TCV (The conservation volunteers).

Resolved that the Administrative Assistant will contact the organisation to enquire whether infilling gaps along the fence line between Shirley's Grove and Castleford Hill would be a suitable candidate.

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

a. Cllr Molyneux reported hearing that when the Old Wye Bridge does reopen it will be for foot traffic only. This item will be passed to the Planning & Highways Committee for clarification.

12. TO CONFIRM THE DATE OF THE NEXT MEETING

a. Next meeting 11th November 2015.

There being no further business the meeting closed at 8.40pm.