

Tidenham Parish Council

Amenities Committee 2015/2016

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Minutes of an Amenities Committee Meeting held on 8th July 2015 at 7.00pm at Tidenham War Memorial Hall

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

1. APOLOGIES

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

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 on 10th June 2015.
Resolved to accept the minutes as a true record.
- b. **To consider** matters arising from those minutes.
 - i. Cllr Ford asked whether the ownership of trees along the Link road had been established. The Administrative Assistant will liaise with Highways on the issue.
 - ii. Cllr Ford asked whether the 'Church Walls' survey report had been found. The Administrative Assistant has not found it in his local resources. He will search the archives in Sedbury and Beachley Village Hall.

4. PUBLIC CONSULTATION

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

5. CLERKS REPORT

- a. **To Present** the Amenities Finance sheet for June 2015
The Administrative Assistant presented the Amenities Finance sheet for June 2015.
- b. **To consider** the credit offer from Glebe Contracting for missing the first cut at the skate park. The Administrative Assistant reported that Glebe has sent a second credit note for £50. Both credit notes, including VAT, amount to £150. The first payment to Glebe has been withheld pending resolution.
Resolved to accept the credit offer totalling £150 (on receipt of the credit note) and pay the invoice for the first cut to the amount of £1646.33.

- c. **To report** on the Spring schedule of churchyard works.
The work is now completed.
- d. **To report** on the annual safety inspection of the recreational grounds.
The annual inspection is now completed and the report received. Contents of the report will be considered in agenda item 7
- e. **To note that Authority to Proceed has been given for**
 - i. The Stroat bus shelter repair.
 - ii. Provision of a kissing gate & fence in Shirley's Grove.
 - iii. To tighten the bench fixing bolts at SBVH.

6. TO CONSIDER CHURCHYARD WORKS AND ISSUES

a. General

- i. **To consider** the situation with the Churches Officer regarding maintenance of churchyards and the need to apply for a 'Faculty' before works are undertaken.
Cllr Bullivant has discussed the issue with David Treharne and the Churchwardens. They have offered to apply for the Faculty document on behalf of the Parish Council and arrange the issue of a 'blanket' Faculty covering an agreed scope of work for the coming year. Meanwhile the Administrative Assistant has spoken with the Churches Officer who will provide the relevant legislation covering the handover of closed churchyards to Councils. **Resolved** that Cllr Bullivant and the Administrative Assistant meet with the Churchwardens to produce a working document which will agree the scope of works to be included in the Faculty and those works not requiring a Faculty, along with the handling of more urgent situations that might affect health & safety or security.
- ii. **To note** that the Vicar of Tidenham Chase church has been notified about the 60ft high dead tree in the churchyard.

b. St. Luke's Church

Nothing to report

c. Tidenham Church

Nothing to report

d. Beachley Church

Nothing to report

7. TO CONSIDER PLAY AREA ISSUES

- a. **To consider** the ROSPA play areas safety report of all play areas.
Issues found were graded as Low, Medium or High. Action is required on Medium and High issues.
Resolved that the Administrative Assistant will clarify some anomalies spotted in the report and then obtain quotations for all of the issues marked as Medium or High.
Resolved that the Administrative Assistant will contact the owner of the broken fence between Woodcroft Play Area and the adjoining farm to discuss a repair.
Resolved that the Administrative Assistant and Cllr Bullivant will visit all play areas to review and report on access and safety signage.

b. War Memorial recreation ground

Nothing to report

c. Dane's Hill recreation ground

Nothing to report

d. The Skate park

Nothing to report

e. Sedbury Hall

i. To report on the broken fence at the rear of the chip shop

The Administrative Assistant will meet the Two River's representative on site on 10th July.

ii. 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 will meet the Two River's representative on site on 10th July.

f. Buttington Road play area

To report on missing padlock key on wide gate.

The Administrative Assistant has obtained a new lock and sent the key to Glebe Contracting. On acknowledgement of receipt he will fit the new lock.

g. Woodcroft play area

Nothing to report

8. TO CONSIDER OPEN SPACE ISSUES

a. Shirley's Grove

i. To consider the request for a quotation to reduce the undergrowth to waist level.

Resolved that the Administrative Assistant liaise with the prospective contractor to discuss difficulties in providing a quote.

ii. To consider the letter from a resident regarding overgrown shrubbery in Miss Shirley's Grove and tree growth interfering with the telephone cable to his property.

Resolved that the Administrative Assistant reply to the resident to inform him of the action to clear the undergrowth and to clarify whether the trees interfering with the telephone wire are in Miss Shirley's Grove or in the Recreation Ground.

b. Welsh Water Works Wyebank Rd

To consider a resident report regarding graffiti on the green control cabinet and Welsh Water's original commitment to conceal the cabinet with a suitable hedge.

Resolved to write to Welsh Water to re-state the graffiti issue and to advise that the new grass growth is not acceptable. Also to copy the letter to the resident and explain that the hedge was not present on the final approved plans.

c. CCTV Security Cameras

To consider sites to be pre-wired to accept a surveillance camera on an 'as needed' basis. Two sites are designated for initial installation of the cameras; by the butchers in Sedbury and covering The Recreation Ground in Tutshill.

Resolved that the following sites be considered for pre-wiring to accept cameras.

- i. The Skate Park
- ii. The rear of Sedbury & Beachley Village Hall
- iii. The junction of Mopla Rd and the old A48
- iv. Coverage of Tidenham Church and Tidenham Chase quarry would be desirable if power and a suitable mounting could be provided

Additionally the Administrative Assistant will send the list to local constabulary, Nick Assirati, to provide input

9. TO CONSIDER CORRESPONDENCE RECEIVED

- a. **None** other than those already covered in the agenda

10. TO RECEIVE COUNCILLOR'S LOCAL REPORTS AND MATTERS FOR THE NEXT AGENDA

- a. **None** received

11. TO CONFIRM THE DATE OF THE NEXT MEETING

- a. Next meeting **9th September 2015**

There being no further business the meeting closed at 8.50pm