

Tidenham Parish Council

Amenities Committee 2017/2018

Page 1

Minutes of an Amenities Committee Meeting held on 12th July 2017 at 7.00pm at Tidenham War Memorial Hall.

Present: Councillors: S. Gregory, S. Bollen, N. Evans, J Powell, H. Molyneux N. Evans, N. Bullivant (part time), J. Lewis, J. Koning.
Administrative Assistant: K. Duffin (Minutes).
Plus four members of the public.

1. ELECTION OF CHAIRMAN

- a. **To elect** the committee chairman for 2017/2018.
- b. **As there** were no nominees Cllr Powell was nominated to take the chair for this meeting only and was elected unopposed.

2. APOLOGIES

- a. **To receive** apologies for absence from those councillors unable to attend.
Apology received from Cllr R. Duff.
- b. **To consider** for acceptance those apologies received with reasons for absence.
Resolved to accept apologies from Cllr Duff.

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.

4. MINUTES OF PREVIOUS MEETING

- a. **To consider** for approval as a correct record the minutes of the meeting held on 18th May 2017.
Resolved to correct agenda date to 10th May and accept the minutes as a true record.
- b. **To consider** matters arising from those minutes.
 - i. The Administrative Assistance was asked to provide an update on item 10a "smell from Castleford Hill care home". The ongoing smell and the report showing that the existing sewerage plant does not have the required capacity to meet existing needs has been reported to Environmental Health. They need complaints from individuals in the parish to progress the issue. The Administrative Assistance will send contact details to all members.
 - ii. The Administrative Assistance was asked to provide an update on item 10b "dog fouling". This has been reported to the dog warden but no reply has been received. The Administrative Assistance will follow up.
 - iii. The Administrative Assistance was asked to provide an update on item 10e "broken road sign". Repair is complete.
 - iv. The Administrative Assistance was asked to provide an update on item 7a "review of play assets. No survey has taken place so far. Suggestions are needed as to the scope and format of a survey. Raise at next meeting.
 - v. The Administrative Assistance was asked to provide an update on item hedge laying at Shirley's Grove. A quote visit has been arranged for Mon 17th July.

5. PUBLIC CONSULTATION

- a. **To receive and consider any questions from the Public**, which may be answered but not debated.

Four members of the public were present. The following points were made:

- i. In Shirley's Grove vegetation, including hogweed and bindweed, growing near the boundary hedge with the neighbouring bungalow has invaded the bungalow's garden. The Administrative Assistance commented that a contractor visited the site today to provide a quote to cut down the vegetation allowing the pathway to be mowed to the hedge and prevent regrowth.
Refer to agenda item 10a.
- ii. The Chair of Tidenham War Memorial Hall and Recreation Trust read an email sent to the Parish Council today regarding the boundary fence of The Recreation Ground/Shirley's Grove and the de facto exit onto Castleford Hill caused by a breach in the fence. Cllr Powell stated that Cllrs Evans and Lewis have been appointed as Parish Council representatives to the Tidenham War Memorial Hall and Recreation Trust and would liaise with them regarding this matter and report back to the Amenities Committee.
Refer to agenda item 9b.
- iii. A resident commented that he had used the de facto exit to Castleford Hill without problem for many years and that the current situation was brought about by the Parish Council.

6. ADMINISTRATIVE ASSISTANTS REPORT

- a. **To report** on the Amenities budgets for June 2017.
The budget report was presented. Cllr Koning asked that the "Remaining" cell in the "Totals" column reflect the true figure. This was due to an erased formula which the Admin Assistant will correct. He also commented about future sponsoring of dog and litter bins.
- b. **To report** on play area repairs.
Some urgent repairs have been commissioned and the Annual Safety check is due and will be considered in this agenda.
- c. **To report** on the site clearance work at the Skate Park (allotments) and SBVH.
Work has been completed on both sites and the grass is growing well. Glebe have been asked to include the new areas in their fortnightly grass cuts.
It was noted that the Two River's garage block is in disrepair. The Admin Assistant will write to them to ask about the future of the block and to request that it be brought to a safe standard.
- d. **To report** on recent churchyard inspection.
Some repairs and annual maintenance work has been identified at all three churches and a quote is included in this agenda.
- e. **To report** on the Exercise equipment in Wyebank Road.
Finance has been made available to provide a dropped kerb and pathway for wheelchair access. WE are waiting on Highways to carry out the work.
- f. **To report** on the re-siting of the dog & waste bins in Beachley Road.
A quote has been received too late for this agenda and it will be considered at the first opportunity.

7. TO CONSIDER CHURCHYARD WORKS AND ISSUES

- a. **To consider** an itemised quote from Greenfields for annual maintenance at churchyards and emergency play area repairs. Total **£929 + Vat**.
Resolved to accept the quote.

Note: There was some discussion about obtaining multiple quotes and about using local businesses where possible. There was also a discussion about use of "Roundup" as a herbicide in light of other countries banning or restricting its use. Both issues can be considered at a later date.

8. TO CONSIDER PLAY AREA ISSUES

- a. **To consider** a quote for the annual play area safety checks. Total **£595 + Vat.**
Resolved to accept the quote.

9. TO CONSIDER OPEN SPACE ISSUES

- a. **To consider** a quote the three yearly inspection of trees that are the responsibility of the Parish. Total **£2,250 + Vat.**
Resolved to accept the quote.
- b. **To consider** the boundary issue between Shirley's Grove and the Recreation Ground (kissing gate).
Resolved to liaise with the Recreation Trust on this issue. See 5.a.ii of these minutes.

10. TO CONSIDER CORRESPONDENCE RECEIVED

- a. **To consider** an email from a resident regarding clearance of the boundary pathways in Shirley's Grove.
Resolved to get a quote to carry out clearance work. See 5.a.1 of these minutes.

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

- a. Cllr Bullivant reported a dead or dying tree in St Luke's Churchyard and the laurel hedge is high and needs cutting back.
- b. Cllr Koning asked about the siting of the remaining defibrillators and the notice board at Woodcroft. The Administrator said the release of a solar powered version of the defibrillator cabinet is in doubt and a rethink is needed.
- c. Cllr Bollen announced that the dedication of the bench for Steve Ford will be 22nd July at 12.00.
- d. Cllr Gregory congratulated Cllr Evans on his defibrillator article in the newsletter.

12. TO CONFIRM THE DATE OF THE NEXT MEETING

- a. Next meeting **13th September 2017**

There being no other business the meeting concluded at 8.44 p.m.