

# Tidenham Parish Council

## Amenities Committee 2014/2015

Page 14

### Minutes of an Amenities Committee Meeting held on 11<sup>th</sup> November 2015 at 7.00pm at Tidenham War Memorial Hall

**Present:** Councillor: N. Bullivant (Chair)  
Councillors: S. Bollen, S Ford  
Administrator: K. Duffin (Minutes)

#### 1. ATTENDANCE

- a. **To receive** apologies for absence from those councillors unable to attend.  
Apologies received from Cllrs Powell & Molyneux.
- b. **To consider for acceptance** those apologies received with reasons for absence.  
**Resolved** to accept the apologies from Cllrs Powell & Molyneux.

#### 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 9<sup>th</sup> September 2015.  
**Resolved** to accept the minutes as a true record.
- b. **To consider** matters arising from those minutes.  
**None raised.**

#### 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. ADMINISTRATIVE ASSISTANTS REPORT

- a. **To present** the Amenities Finance Report for October 2015.  
The report was presented and Cllr Ford asked that a sum of £587 paid to manage the allotments at Buttington Rd be removed as it hadn't be included in the Amenities budget in past years. The Administrative Assistant will advise the Clerk.
- b. **To report** on the annual safety inspection of the recreational grounds.  
After agreeing with ROSPA that their report is ambiguous and confusing they have agreed to rewrite it and change the template for future use. Meanwhile the Administrative Assistant has clarified the works that need doing and will seek quotations.
- c. **To report** on the asset register review.  
The work is progressing and should complete by next meeting.
- d. **To report** on the boundary issue between SBVH and the neighbouring house.  
Drawings obtained from FODDC Solicitors department and Land Registry indicate that the current fence-line does not match the boundary in the drawings. The Administrative Assistant will enlarge the drawings and communicate the findings to Two Rivers Housing.

- e. **To report** on the broken fence between SBVH and the rear of the chip shop.  
Drawings obtained from Land Registry back up the view that Two Rivers are responsible for the fence. The Administrative Assistant will communicate the findings to Two Rivers Housing.
- f. **To report** on the 'Trees for Open Spaces' initiative.  
Several attempts have been made to contact the organisation but without success.

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

- a. **To consider** ongoing works in light of the need for a faculty document.
  - i. Tree works  
**Resolved** that now the 'Year 2' works identified in the last tree report are due the Administrative Assistant will approach the Church authorities to obtain the required faculty document.
  - ii. Care of walls  
**Resolved** that the Administrative Assistant will contact the Church authorities to advise them that they are responsible for church walls and that the southern wall at St Luke's churchyard is in need of repair.
  - iii. Care of grounds  
**Resolved** that the Administrative Assistant will carry out the Autumn 'walk around' to identify any work that needs to be done now or in the spring.
  - iv. Topple testing  
**Resolved** that the Administrative Assistant will contact the Church authorities to advise them that individual owners are responsible for monuments and, if they cannot be identified the owner of the land is liable.

#### 7. CONSIDER PLAY AREA ISSUES

- a. **War Memorial Recreation Ground**
  - i. **Consider** email regarding cutting of the grass on the War Memorial Ground football pitch.  
**Resolved** to note the email.
- b. **Danes Hill Recreation Ground**
  - i. **To consider** the broken swing which is taken out of service.  
**Resolved** obtain a quote for the repair.

#### 8. TO CONSIDER OPEN SPACE ISSUES

- a. **To consider** the quote for the maintenance of Shirley's Grove.  
**Resolved** to accept the quote for £1500 for 2015/6 and instruct the contractor to proceed with the work.
- b. **To consider** the quote to cut the hedge around Shirley's Grove.  
**Resolved** that as the contractor has not yet provided a quote a sum of £200 is approved (based on last year's quote) to enable the work to be expedited when the quote is received. The Administrative Assistant will make contact with the contractor.
- c. **To consider** the outstanding actions from the February 2014 Tree Report.  
**Resolved** that the Administrative Assistant will obtain quotes as soon as possible.

**9. TO CONSIDER THE AMENITIES BUDGET FOR 2016-2017**

- a. **To consider** the Draft 2016-2017 Amenities Budget.

**Resolved** that after considering, amending and agreeing the budget proposal the final draft showing a budget request of £40,015 (2016-2017) should be sent to the Clerk for inclusion in the next Finance meeting agenda.

**10. TO CONSIDER CORRESPONDENCE RECEIVED**

- a. **To consider** the email regarding litter in Beachley Road.

**Resolved** to note.

- b. **To consider** the email regarding ownership of the land in Rosemary Lane

**Resolved** to note. Clarification is being sought from Land Registry.

**11. TO RECEIVE COUNCILLORS LOCAL REPORTS AND MATTERS FOR THE NEXT AGENDA**

- a. Cllr Bullivant asked whether grass cutting at churchyards could be co-ordinated with funeral services so as not to cause a disturbance. Due to the unpredictability of both activities it was thought to be impractical to organise formally.

**12. TO CONFIRM THE DATE OF THE NEXT MEETING**

January 2016 – date to be announced.

**There being no further business the meeting closed at 10.20 pm**