

# Tidenham Parish Council

Amenities Committee 2016/2017

Page 5

Minutes of an Amenities Committee Meeting held on 14<sup>th</sup> September 2016 at 7.00pm at Tidenham War Memorial Hall.

**Present:** Councillors: S. Ford, J. Powell, R. Duff.  
Administrative Assistant: K. Duffin (Minutes).

**1. TO APPOINT A STAND IN CHAIR FOR TODAY'S MEETING**

Cllr Ford took the chair in the absence of Cllr Bullivant.

**2. TO RECEIVE THE RESIGNATION OF CLLR BULLIVANT AS CHAIR OF THE AMENITIES COMMITTEE**

Cllr Ford announced the reluctant resignation of Cllr Bullivant from the chair of the amenities committee due to work commitments.

**3. TO APPOINT A NEW CHAIR OF THE AMENITIES COMMITTEE**

Cllr Duff was proposed as the new chair by Cllr Ford, seconded by Cllr Powell and the motion was carried unanimously. Cllr Duff took the chair.

**4. APOLOGIES**

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

**5. 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.*
- b. **None received.**

**6. MINUTES OF PREVIOUS MEETING**

- a. **To consider** for approval as a correct record the minutes of the meeting held on 20<sup>th</sup> July 2016.
- b. **Resolved** to correct the acronym in para 6a from PPC to PCC and to accept as a true record.
- c. **To consider** matters arising from those minutes.
- d. Cllr Ford commented on item 5c "status of the installation of outdoor gym equipment in Wyebank Road" reporting that the equipment had been vandalised by having grease applied to the hand grips. The incident has been reported to the police.

**7. PUBLIC CONSULTATION**

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

## 8. ADMINISTRATIVE ASSISTANTS REPORT

- a. **To report** on the Amenities budget Aug 2016.  
The budget status for August 2016 was presented to the committee.  
Cllr Powell asked the Administrative Assistant to find out if the S106 money has an expiry date after which it will be forfeited.
- b. **To report** on overgrown trees between the Wyebank Rd/Buttington Rd Play Area and neighbouring flats.  
This was reported to the council by Two Rivers but on inspection the growth originates from the flats side of the fence. The issue has been passed back to Two Rivers for action.
- c. **To report** on a complaint from a resident about an overgrown grass area in Buttington Rd.  
Confirmed it belongs to Two Rivers and reported to them along with the alleyway bounding the school and broken fence.
- d. **To report** on the SBVH road sign.  
Highways (Amey) report that the sign has been installed.
- e. **To report** on a “no parking” sign for the area by the skate park and allotments.  
The administrative assistant will get a quote for two pole mounted “No Parking” signs.
- f. **To report** on the offer from Gloucester Wildlife Trust to thin out the trees in Shirley’s Grove.  
Awaiting the report from Gloucester Wildlife.
- g. **To report** on the site clearance work at the Skate Park & Allotments.  
Work has begun and is scheduled to complete by 30<sup>th</sup> September

## 9. TO CONSIDER CHURCHYARD WORKS AND ISSUES

- a. **To consider** the negotiation between TPC and the Diocese regarding tree works at St Luke’s and St Mary & St Peter churches.  
**Resolved** that having now received written permission from the Church Warden to carry out the coppicing at St Mary & St Peter’s Church the Administrative Assistant will schedule the works with the tree surgeon. Additionally the Administrative Assistant will write to Gloucestershire DAC to seek agreement to carry out the coppicing work at St Luke’s Church.

## 10. TO CONSIDER PLAY AREA ISSUES

- a. **To consider** the annual RoSPA play area safety check report.  
**Resolved** that the Administrative Assistant will source a quote for the remedial work up to an approved maximum of £350 (inc Vat).

## 11. TO CONSIDER OPEN SPACE ISSUES

- a. **To consider** quotation for installing the new notice board at The War Memorial Hall, Tutshill, to a more accessible position. **£50 (Vat free).**  
**Resolved** to accept the quote.

## 12. TO CONSIDER CORRESPONDENCE RECEIVED

- a. **To consider the** email from a resident supporting the Wyebank Road Fitness Equipment.  
**Resolved** to note
- b. **To consider** the email from a resident of Severn Avenue (via Gloucestershire Highways) about damage caused by the trees in Severn Avenue.  
**Resolved** to reply to GCC Highways and copy to Cllr P Molyneux explaining that the Parish Council discharges its duty fully in respect to inspection and maintenance of the trees in question and that dubious parking practices may be contributing to the problem

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

- a. Cllr Ford reminded the committee that any work anticipated should be invoiced in time to be paid by the end of the financial year.
- b. Cllr Duff reported that the ATM machine outside the Spar shop is often out of order and there is no alternative since the post office closed.  
The Administrative Assistant will contact the provider to make them aware of the impact on residents and local businesses.
- c. Cllr Duff reported that the Post Office counter in the Spar shop is not offering the full range of services that it is contracted to provide and that it has, on occasion, been closed due to lack of trained staff. The Administrative Assistant will contact the Post Office to discuss.
- d. Cllr Duff reported impact damage to a lamp-post in Ormerod Rd. He will report directly to Amey for urgent attention. Item transferred to the Planning & Highways committee.
- e. Cllr Duff reported a damaged manhole cover near the Butchers in Sedbury. The Administrative Assistant will report it to the relevant authority. Item transferred to the Planning & Highways committee.

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

- a. **Next meeting:**  
Extraordinary Amenities meeting 21<sup>st</sup> September 2016 at 6.45pm  
Scheduled Amenities meeting 9<sup>th</sup> November 2016 at 7.00pm

**There being no other business the meeting concluded at 8.23 p.m.**