

# Tidenham Parish Council

## Amenities Committee 2017/2018

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**Minutes of an Amenities Committee Meeting held on 13<sup>th</sup> September 2017 at 7.00pm at Tidenham War Memorial Hall.**

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

Note: In the absence of a committee chairman Cllr Powell was elected to chair this meeting.

### **1. ELECTION OF CHAIRMAN**

- a. **To elect** the committee chairman for 2017/2018.  
**Resolved** to postpone until next Amenities meeting.

### **2. APOLOGIES**

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

**Declaration of interest** received from Cllrs Evans and Cllr Lewis (after late arrival) with regards to agenda items 9a & 9b.

### **4. MINUTES OF PREVIOUS MEETING**

- a. **To consider** for approval as a correct record the minutes of the meeting held on 12<sup>th</sup> July 2017.  
**Resolved** to approve after correcting a minor typing mistake.
- b. **To consider** matters arising from those minutes.  
The Chairman asked Cllr Evans whether, as per item 5.a.ii, he had met with the Trust regarding the fence. Cllr Evans replied that he and Cllr Lewis had met with two members of the Trust and the feedback report summarised as:
- i. Blocking the fence increased traffic through the Rec ground.
  - ii. The Trust wants to maintain the current configuration of fences.
  - iii. The Trust want to apply for a Public Space Protection order.
  - iv. A survey of local people shows a positive response to keeping the entrance open.
  - v. The Parish may be acting illegally if it erects a fence without approval from the Trust.
- c. **To consider** for approval as a correct record the minutes of the extraordinary meeting held on 26<sup>th</sup> July 2017.  
**Resolved** to approve after correcting a minor typing mistake.

**d. To consider** matters arising from those minutes.

Cllr Evans commented that he had sent an apology for this meeting but it was not recorded.

**Resolved** to note.

**5. PUBLIC CONSULTATION**

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

**b. Five members of the public attended**

- i. A member of the public thanked the Council for strimming the verge in Shirley's Grove along the boundary with the bungalow and hoped it would be cleared regularly. The Admin Assistant commented that it would be cut on a regular basis during grass-cutting of the pathways.
- ii. Members of the public spoke in opposition to the closing of the de facto entrance from Shirley's grove onto Castleford Hill calling it an illegal act as the ground is owned by the recreation trust. A folder of documents was handed over for attention of the Clerk. The Chairman of the Trust read a prepared statement and handed over documents which have been passed to the Clerk.
- iii. Two members of the public spoke about the noise nuisance in the parish from Chepstow Racecourse particularly from music festivals lasting up to four days. The FoDDC Noise Pollution Officer attended on one occasion and the noise exceeded the legal limit. Music plays during the daytime and up to 2.00 a.m. The committee advised the complainant to continue contacting environmental health on these occasions. The Admin Assistant will ensure they have correct contact details.  
The Admin Assistant will write to Environmental Health (FoDDC & Monmouth), the Licensing Authority (Monmouth), The Racecourse management and the MP for Forest of Dean to highlight the problem and ask how improvements can be made in future; especially with long music festivals.

**6. ADMINISTRATIVE ASSISTANTS REPORT**

**a. The report was distributed. Items not covered elsewhere in the agenda were;**

- i. Hogweed found in Shirley's Grove is the common type and will be dealt with during the planned winter maintenance cut.
- ii. The dog and litter bin next to the bus shelter in Beachley Rd have been relocated nearer to the footpath.
- iii. A visit from a second specialist confirms that the long hedge in Shirley's Grove running along Castleford Hill is not suitable to be 'laid'
- iv. The play area annual safety inspection report has been received. Two items needing immediate attention have already been actioned. Minor items will form part of an action list.
- v. The annual tree report has been received. An action list will be produced for next meeting

**7. AMENITIES BUDGET**

**a. To report** on the Amenities budgets for August 2017.

The budget was explained and any questions answered

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

- a. **To consider** the quote from Geomex to survey the church walls @ **£750 + Vat.**  
**Resolved** to accept the quote and ask that it highlight all work necessary now and likely to be needed for the next three years.

**9. TO CONSIDER OPEN SPACE ISSUES**

- a. **To consider** the unauthorized entry into Shirley's Grove from Castleford Hill.  
 Cllr Evans restated the points made in 6a.  
 The Admin Assistant gave an overview of the NALC Legal Topic Note 42 "Occupier's Liability" and referenced it to the agreement with the trust.  
 Cllrs Evans & Lewis left the room while voting took place.

**Resolved** to repair the breach in the fence to fulfil the parish council's duty of care.

Record of vote:

- |                   |         |
|-------------------|---------|
| i. Cllr Powell    | For     |
| ii. Cllr Gregory  | For     |
| iii. Cllr Bollen  | For     |
| iv. Cllr Molyneux | Abstain |

- b. **To consider** the quote to install a 1.25m chain link fence across unauthorized entry and the boundary between Shirley's Grove and the Recreation Ground @ **£367.**  
**Resolved** to accept the quote.
- c. **To consider** the tender document for the grass cutting contract for 2018-2020.  
**Resolved** to remove area of grass not owned by the parish and submit the tender document to three companies. Cllr Molyneux asked that the roundabout by Beachley Rd and the Link Rd be monitored for visibility cuts.
- d. **To consider** quote to cut hedge along Offa's Close (rear of Skate Park) @ **£95 + Vat.**  
**Resolved** to accept the quote.

**10. TO CONSIDER PLAY AREA ISSUES**

- a. **To consider** the quote to replace the rope ladder on the climbing frame @ **£169 + Vat.**  
**Resolved** to accept the quote.

**11. TO CONSIDER ADOPTION OF THE TELEPHONE KIOSK IN WOODCROFT AS A DEFIB HOUSING**

- a. **Resolved** to accept British Telecom's offer to adopt the telephone box for a nominal £1 fee.  
 The Admin Assistant will inform BT to start the 90 day consultation period.

**12. TO CONSIDER CORRESPONDENCE RECEIVED**

- a. **To consider** the email from the Secretary Tidenham AFC re grass cutting on the football field.  
**Resolved** to note and make clear that a gang mower must be used when placing new grass contract

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

- a. Cllr Gregory reported that the self-closing pedestrian gates into the recreation field were often stuck in the open position.  
 The Administrator will inform the Trust.
- b. Cllr Gregory reported that the litter bin usually outside Wyedean School had been moved to near the Spar shop.  
 The Administrator will report to FoDDC.

- c. Cllr Molyneux reported attending a meeting about the proposed community hospital plan and presented a brochure and feed-back information.  
The Administrator will put the links onto the website.

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

- a. Next meeting 8<sup>th</sup> November 2017

**There being no further business the meeting ended at 9.12pm.**