

Minutes of the Amenities Committee Meeting held on 8<sup>th</sup> July 2020 at 7.00pm using the ZOOM video conferencing platform.

**Present:** Councillors: Edwards, Koning (Chairman), Molyneux, Swambo, Tullett and Wall.  
Officers: David Stevens (Clerk's Assistant).  
Public: Councillors O'Toole and Powell.

## 1. CHAIRMAN

Meeting chaired by Councillor Koning as agreed at the previous meeting.

## 2. APOLOGIES

- a. **Resolved to receive** apologies for absence from those councillors unable to attend from Councillor Bollen.
- b. **Resolved to accept** those apologies received with reasons for absence from Councillor Bollen.

## 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.*

None received.

## 4. MINUTES OF PREVIOUS MEETING

- a. **Resolved to approve** as a correct record the minutes of the meeting held on 13<sup>th</sup> May 2020.
- b. **To consider** any questions arising from those minutes.

There were none.

## 5. PUBLIC CONSULTATION

- a. **To receive and consider** any questions from the Public, which may be answered but not debated.  
Councillor O'Toole attended the meeting to observe.  
Councillor Powell did not wish to ask any questions.

## 6. CLERK'S ASSISTANT REPORT

- a. **Resolved to note and accept** the Amenities budget sheet.
- b. **Resolved to note** graffiti on the waste bin and a piece of play equipment at Tutshill play area was removed by Haydn Bynon at a cost of £10.
- c. **Resolved to note** the feedback received is that the police do not undertake on the risk assessments for locked or unlocked defibrillator cabinets. Councillors agreed to consider unlocking of defibrillator cabinets at a future meeting.
- d. Councillor Koning and the Clerk's Assistant summarised the various correspondence with the supplier of the faulty noticeboard from initial complaint of condensation, responsibility and options to resolve. Councillor Edwards proposed, Councillor Molyneux seconded and all Councillors agreed to have the noticeboard replaced by the supplier with a guarantee.
  - i. **Resolved to accept** Signs of Cheshire – replace with a new noticeboard including installation. **£430.00 + Vat = £516.00.**
  - ii. **Resolved not to accept** Signs of Cheshire – replacement new noticeboard supply only. **£330.00 + Vat = £396.00.**
  - iii. **Resolved not to accept** Signs of Cheshire – Replace polycarbonate window and pinboard. **£395.00 + Vat = £474.00.**

## 7. TO CONSIDER CHURCHYARD WORKS AND ISSUES

- a. Councillor Koning and the Clerk's Assistant summarised the various correspondence with the Church Warden and Diocese and acceptance of the proposed replacement/repared gates at St. Luke's churchyard. Original

requirement agreed at the March Amenities Committee meeting at a cost of £860 + Vat = £1,032. Councillor Molyneux proposed, Councillor Koning seconded and all Councillors agreed to undertake the work on all four churchyard gates.

- i. **Resolved to accept** and Amend original requirement to replace one gate in hardwood and modify one gate – reduced cost. **-£360.00 + Vat = -£432.00.**
- ii. **Resolved to accept** and replace double gate with new hardwood gates – additional cost. **£560.00 + Vat = £672.00.**
- iii. **Resolved to accept** and replace plastic mesh fence with steel bow top fence panel and posts, painted black – additional cost. **£80.00 + Vat = £96.00.**

## 8. TO CONSIDER OPEN SPACE ISSUES

- a. **Resolved to accept** the supply and installation of a new Gladiator type dog bin on a post in Elm Road, Tutshill. Councillor Edwards proposed, Councillor Koning seconded and all Councillors agreed.
  - i. Forest Equipment Services. **£269.25 + Vat = £323.10.**
- b. The chairman noted the correspondence between Councillor Powell and the Clerk's office with regards this quote. **Resolved to accept** the repair of the fence between Tutshill Recreation Ground and Shirley's Grove. Councillor Wall proposed, Councillor Swambo seconded and all Councillors agreed.
  - i. Haydon Bynon – materials and labour. **£242.00 no Vat.**
- c. **Resolved to accept** the management of trees and hedges between the Football Field (Skate Park) on Buttington Road and Kind Alfred's Road is the responsibility of Tidenham Parish Council and also trees and hedges on Offa's Close are the responsibility of Two Rivers Housing. Councillor Koning proposed, Councillor Molyneux seconded and all Councillors agreed. The Clerk's Assistant to notify Two Rivers Housing.
- d. **Resolved not to accept** quotation for hedge cutting along Offa's Close in September for **£95.00 + Vat = £114.00**, and councillors agreed this should be referred to Two Rivers Housing (see 8c above).
- e. Councillor Molyneux proposed, Councillor Edwards seconded and all Councillors agreed the three-yearly inspection of trees in the Parish including the addition of the Football Field (Skate Park).
  - i. **Resolved not to accept** Bartlett Consulting – 8 sites. **£2,100.00 + Vat = £2,520.00.**
  - ii. **Resolved to accept** Bartlett Consulting – 8 sites + football field. **£2,450.00 + Vat = £2,940.00.**
  - iii. **Resolved not to accept** Arbtech – Full condition and hazard survey for 8 sites. **£2,228.00 + Vat = £2,673.60.**
  - iv. **Resolved not to accept** Arbtech – Full condition and hazard survey for 8 sites + Football Field. **£2,807.00 + Vat = £3,368.40.**
  - v. **Resolved not to accept** Treework – 8 sites. **£1,810.00 + Vat = £2,172.00.**
  - vi. **Resolved not to accept** Treework – 8 sites + football field. **£2,085.00 + Vat = £2,502.00.**
- f. All Councillors agreed the strimming and removal of weeds around the base of the Ormerod Road roundabout.
  - i. **Resolved to accept** Haydn Bynon – strim and weed kill area. **£20.00 no Vat.**
- g. **Resolved to accept** Councillor Swambo, Tullett and Wall and the Clerk's Assistant appointed as the working group to suggest proposals on locations for additional benches in the Parish.

## 9. TO CONSIDER PLAY AREA ISSUES

- a. Councillor Koning proposed, Councillor Swambo seconded and all Councillors agreed the annual playground inspections which are due in September.
  - i. **Resolved to accept** Play Inspection Company – £55 + VAT per play ground. **£385.00 + Vat = £462.00.**
  - ii. **Resolved not to accept** ROSPA Play Safety – £68.50 + VAT per playground. **£479.50 + Vat = £575.50.**
  - iii. **Resolved not to accept** Gordon Playground Inspection Ltd – £85 per playground. **£595.00 + Vat. = £714.00.**
- b. Councillor Koning proposed, Councillor Molyneux seconded and all Councillors agreed the replacement and fitting of two junior swing seats at Tutshill play area and one junior swing seat at Danes Hill play area.
  - i. **Resolved to accept** Greenfields – replace and fitting of two swings seats – Tutshill. **£175.00 + Vat = £210.00.**

- ii. **Resolved to accept** Greenfields – replace and fitting of one swing seat – Danes Hill. **£87.50 + Vat = £105.00.**
- iii. **Resolved not to accept** WM Garden Services – replace and fitting of two swings seats – Tutshill. **£220.00 + Vat = £264.00.**
- iv. **Resolved not to accept** WM Garden Services – replace and fitting of one swing seat – Danes Hill. **£110.00 + Vat = £132.00.**
- c. Councillor Koning proposed, Councillor Molyneux seconded and all Councillors agreed the replacement of the fireman’s pole on the agility play equipment in Sedbury and Beachley Village Hall junior play area. Original requirement agreed at the March Amenities Committee meeting at a cost of (£98 Tutshill and £300 Sedbury) £398.00 + Vat = £477.60.
  - i. **Resolved to accept** Greenfields – cost of replacement and fitting – additional cost. **£190.00 + Vat = £228.00.**
- d. Councillor Koning proposed, Councillor Molyneux seconded and all Councillors agreed re-opening of the play areas and adult exercise areas based on insurance feedback, risk assessment and availability of new social distancing signs.
  - i. **Resolved not to accept** Haydn Bynon – Replace closed signs and tape at all play and exercise areas. **£20.00 no Vat = £20.00.**
  - ii. **Resolved not to accept** Screwfix – Replacement red/white barrier tape. **£21.65 + Vat = £25.98.**
  - iii. **Resolved to accept** Haydn Bynon – Remove closed sign and replace with social distancing signs. **£50.00 no Vat.**

## **10. TO CONSIDER CORRESPONDENCE RECEIVED**

None received.

## **11. TO RECEIVE COUNCILLOR’S LOCAL REPORTS AND MATTERS FOR THE NEXT AGENDA**

Councillor Molyneux thanked the Clerk’s office for the comprehensive package of information that is issued to support all Parish meetings and which makes the sharing of information easier for Councillors when considering all items. All other Councillors also extended their thanks.

## **12. CHAIRMAN FOR NEXT MEETING**

Next meeting to be chaired by Councillor Wall.

## **13. TO CONFIRM THE DATE OF THE NEXT MEETING**

Next meeting 9<sup>th</sup> September 2020.

**There being no further business the meeting ended at 7:56pm.**

## **THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020.**

**These minutes were approved by all Councillors at a virtual meeting of the Parish Council Amenities Committee held under the above regulations during the Covid 19 lockdown period on 9<sup>th</sup> September 2020 and deemed to have been signed as of that date. Minute 2020/21 page 4 item 4.**