

## AMENITIES COMMITTEE – May 2017

Minutes of the Amenities Committee held on Thursday 25<sup>th</sup> May 2017 at 18.00 in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

The meeting was preceded by a site visit of Paddlers Park at 17.00.

**PRESENT:** Cllrs C Weir (Chair), J Dargue, M Horn, H Lewis, K Morrison, I Parks with the Clerk; Miss E Brown.

Mr A Waugh – Environmental Operative

S McMaster – AAHS

M McDonough - AAHS

Actions

**1: APOLOGIES FOR ABSENCE:** T Hinton – Illness. The apologies were agreed.

**2: DECLARATIONS OF INTERESTS:** None.

**3: PUBLIC QUESTION TIME: (maximum 15 minutes)** None.

**3.1: Amble Allotment Holders Society Report** – The Secretary had sent his apologies and an update as requested by the Clerk. The Rules & Regulations are ongoing and will be released in Jan 2018 as AAHS feel it would be more beneficial and less cost if they handed out the new rules when tenants must come to the Society's Hut to pay their rent.

It was noted that the Rules needed to be agreed by the Council prior to being circulated, the Town Council were currently updating leases and it was suggested waiting until July to meet with AAHS to discuss further.

Mr McMaster noted a request from a tenant that had been copied to Cllr Weir regarding the removal of a conifer; Cllr Weir had forwarded to AAHS. It was understood the tenant was to remove the tree and AAHS would follow this up as it was overgrowing into a neighbouring plot.

Cllr Dargue noted a request, that again had been referred to AAHS, about whether it was possible to keep bees. It was noted that the keeping of bees would be considered under the new rules.

The first inspection of the East Site has already taken place on Friday 12 May 17 but there will be a few re-inspections some time on or after 09 June 17 but I will (catch the Chairman when he has returned from holiday and-remove) get further dates to you.

Clerk

Clerk

The names and positions of the Committee remain the same with 1 addition, an update had been supplied.

A confirmation email from the insurance stated it covered public liability for the club, its members and landlords, this did not appear to cover members of the public. It was suggested this should be increased to cover members of the public as this did not cover any family members that the tenants may take onto their plots.

The Town Council were to remove the fly tipping from the West site. Fly-tipping is of a concern for the AAHS committee as they are fully aware that the public could construe the detritus that is unlawfully tipped without consent as being allotment waste

The Society do also tell their tenants to be vigilant and to let them know of any suspicious activities.

The proposed site of the plinth for the seat would be at the main entrance of the East Site, in front of the Society's Hut and would be approximately 1 meter to the left of the old wooden gate post by E54, this was inside the allotment boundary. AAHS would install the seat base.

AAHS are looking to extend their hut however, the tenant that is next door is unwilling to give up the amount of land needed to go out sideways.

## AMENITIES COMMITTEE – May 2017

AAHS asked Cllrs Weir and Dargue if it would be possible to come out the front instead to which they agreed again however, AAHS know that it would have to have full council backing and wondered what the feeling of that would be? Members did not object to this in principle as long as it was a secure structure and of similar materials. This was all pending planning permission.

Numbering of allotments was noted to be progressing slowly.

The newsletter was not a priority at the moment but the Society were looking at setting up their own website.

Cllr Lewis informed that when the CCTV is installed a camera will be erected on the street lighting column 508AJ Percy Drive.

The Clerk would be informed of the next site inspections date.

The Council informed of produce growing in the raised bed site for a WW1 themed meal, the AAHS were asked if they would be willing to donate any produce.

The Clerk informed of a pile of manure blocking the access gate from the west site to the Cemetery. The committee would look into this

The AAHS Committee Members left the meeting.

### **4: CLERK'S REPORT & MATTERS ARISING THEREFROM:**

**RECOMMENDATION** - The contents of the Clerk's Report were noted and any matters arising considered.

#### **4 Allotments**

**4.1: Allotment Wynd entrance water diversion** – ongoing

**4.2: Fire Risk Assessment/Audit of Allotment sites**- ongoing

**4.3: Allotments updated Rules and Regulations**- ongoing

**Memorial bench**- ongoing

#### **Cemeteries**

**4.4: Cemetery compound update and consideration of quote for gate** – The gate would proceed in wood. The skip was due to arrive tomorrow.

**4.5: Test bed preparation** – A sprinkler was required.

**4.6: Assets register update** – The asset register was put together in the winter and was provided at the meeting, this would be updated in the future to contain more detail and be used to show stocks and stores. Machine log books were also available at the cemetery and a record of purchase and service was kept in the office.

**Any comments from site visit** – storage shed, the Clerk to investigate 4.5x 3.5m with doors to open on the long side, this could be erected on the base for the greenhouse which had been removed.

The lean-to storage unit had arrived, paving slabs were required for this.

The Memorial wall required painting and additional shrubs were required Holly? Weigela? Pyracantha? Berberus?

Beds up the drive require edging and tidying up, holes in the ground at the natural burial area required filling in.

Test bed is to be tidied up and weedkilling was required.

**Bowser** – After a lengthy discussion it was agreed to use a secured water butt and fill it up at Paddlers, West Cemetery or NCC depot (although it was noted that we would need to be charged for this supply).

Cllr Dargue would ask Mr Rochester if he had information about a 150l cubed water butt- this would be sourced for future use.

The Seasonal Operative had requested a battery powered mower rather than the heavy Honda petrol mower, the Clerk informed that we now had ramps for easy loading and

## AMENITIES COMMITTEE – May 2017

unloading.

The Environmental Operative stated that the petrol mower was too big for maneuvering at High Street garden. The Clerk was asked to price industrial battery mowers.

Cllr Weir raised a concern that had been brought to him regarding the speed at which the John Deere travels through the town. Cllr Lewis informed that the maximum speed according to the manufacturer's website is 19mph.

Councillors were reminded that official complaints should come via the Town Clerk as per the complaints policy.

It was acknowledged that our Operative drives with due care and attention.

### Play areas

**4.7: Paddlers Park drainage** – Aimrange were coming out tomorrow morning along with the contractors and Cllr Horn. The water would need to be switched on while the contractors were on site jetting out the system and investigating what issues were causing the lack of drainage. The Operative would need to take the key and any equipment for accessing the pump and water.

**4.8: Paddlers Park water testing** – This was still to be arranged once the drainage issue had been resolved.

**4.9: Paddlers Park wet pour replacement** - The wet pour installation was now complete, Members commented positively on this. An additional piece of equipment was not purchased to replace the hopscotch as the dolphin springer arrived as a daisy springer which had a larger fall zone. The scramble net was constantly being chased up but the order was still pending delivery. The brackets on the cradle swings still required replacing.

**4.10: Report of the Paddlers park inspections** – The Seasonal worker had now taken over the inspections but no sheets had been handed in to date.

**4.11: Report of the Philip Drive play area inspections** - The Seasonal worker had now taken over the inspections but no sheets had been handed in to date.

The Environmental Operative left the meeting, it was agreed to pay 3 hours overtime.

Town furniture e.g. bus shelters, bins, noticeboards, seats

**4.13: Leazes Street Litter issue update** – The bins on the footpath have been rationalized and all that remains are two gull proof black bins. 4 x wheeled bin receptacles have been installed in the Leazes Street car park. The gull proof flaps would be replaced where necessary and laminated sheets would be added to the black bins directing to the bins in the car park.

**4.14: Church Street Bus Shelter update** – The bin was to be moved to the other side of the shelter so people could dispose of rubbish as they get on/off the bus.

The shelter required intensive cleaning on the inside. Cllr Dargue discussed ideas for preventing littering with a campaign of stickers. It was noted that CCTV would soon be in place here. A slogan was to be agreed.

Sarah was concerned about the inner sides as the painting wasn't working on it so this was to be done in baby blue. This was agreed, Cllr Morrison had arranged this.

**4.15: Litter pick update** – The litter pick was not as well attended as previous litter picks. Cllr Lewis planned on donating some London Pride to the Church Street planters.

**4.16: Bay View/Little shore bins** – Were due to be installed.

## AMENITIES COMMITTEE – May 2017

### Planting

**4.17: Planting update** – The Operative had said that the coal trucks had been done, although it was noted that any display was not visible. The level of the soil required raising.

### **5: COMMUNICATIONS: None.**

### **6: AGENDA ITEMS:**

**6.1: To consider Town Council responsibilities board and office door window cover** – A quote had been received. The Clerk would put together the responsibilities list and a design with Town Crest. – The Clerk would investigate methods of covering the glass on the office door.

**6.2 To consider the purchase of Bin stickers** – The Clerk had looked at vinyl ink printed stickers through NCC central print at £30 for 100. It was noted that there were advertisement stickers on our bins, this would be removed. The Clerk was delegated up to £50 for the stickers to contain the town crest, any slogan and usage for litter and dog waste.

**6.3: To consider setting of Annual event dates for next 18 months:** The following was agreed.

Garden Awards 2017 – Judging 3<sup>rd</sup>/4<sup>th</sup> July, ceremony week commencing 17<sup>th</sup> July

Garden Awards 2018 - Judging 2<sup>nd</sup>/3<sup>rd</sup> July, ceremony week commencing 16<sup>th</sup> July

WW1 Event - 29<sup>th</sup> July

Local Democracy- 9<sup>th</sup> -15<sup>th</sup> October

12<sup>th</sup> November 2017 – Remembrance

11<sup>th</sup> November 2018 – Remembrance

Annual Parish Meeting – end of March at the discretion of the Chairman

**6.4: To consider purchase of Community Access Defibrillator** – This had not been progressed as a proposal had been made to the Harbour Commissioners about a partnership purchase but no response had been received yet. Maintenance costs were required.

**6.5: To discuss Bank holiday Public convenience opening arrangements** - Clarity on opening hours was requested.

### **7: INFORMATION ITEMS:** None.

### **8: DATE AND TIME OF NEXT MEETING**

The next Meeting date will be held at 6.00pm on 29th June in the Council Office.

Under Section 100A (4) of the Local Government Act 1972, the press and public were excluded from the Meeting during consideration of the following items on the Agenda due to their sensitive nature.

### **PRIVATE**

9. To consider trial franchise agreement – No contact had been received as yet regarding the possible franchise trial.

The meeting closed at 20.30pm