

AMENITIES COMMITTEE – JULY 2018

Minutes of the Amenities Committee held on Thursday 26 July 2018 at 18.00 in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

PRESENT: Cllr H Lewis (Chair), I Parks, C Weir, M Horn,

The Chair explained that the meeting was recorded for the benefit of accuracy.

A site visit of the East and West Allotments was carried out prior to the meeting. It was noted that West 10 and West 43 were in need of attention

The Clerk to give map of allotment walkways to AAHS.

Action

Update from visit to East Allotments.

East 37/38 – Unsafe corners of metal protruding on to walkways.

East 35 – Unsafe corners of metal protruding onto walkways

East 30 – Nails protruding

East 140 – Barbed wire hanging over the top

East 100 – very untidy and overgrown

East 26 – Metal Sheeting sticking out

The Clerk to request NCC to cut back the hedges at the top of the East Allotments, on the boundary between the Allotments and the Old Wagonway, from Straffen Court to the fence. The Clerk to ask NCC to schedule the installation of a post into their winter works at the Lindisfarne Road entrance to East Allotments. To be positioned in the fence line opening to the left of the Openreach site in order to restrict vehicular access.

Clerk

62: APOLOGIES FOR ABSENCE:

Cllr J Dargue, K Morrison
Amble Allotment Holders Society

63: DECLARATIONS OF INTERESTS:

Cllr Weir, Cllr Lewis and Cllr Parks declared an interest in allotments.
Cllr Weir declared an interest in Pride in Amble.

64: PUBLIC QUESTION TIME: (maximum 15 minutes)

In accordance with Section 1(d-g) of the ATC Standing Orders members of the public present may address the Council at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

64:1 Amble Allotment Holders Society Report

AAHS did not attend the meeting.

65: CLERK'S REPORT & MATTERS ARISING THEREFROM:

All matters are within Agenda Items to be discussed

65.1 Allotments

Update from West Allotment Site Visit

AMENITIES COMMITTEE – JULY 2018

The over grown allotments were noted although ATC were under the impression that AAHS has already noted these.

The allotment walkways could be dangerous to the public due to metal protruding outwards and sharp edges at eye level. The Clerk to write to AAHS secretary. The Clerk to send AAHS a map of the allotment walkways. The Clerk to send AAHS a full list of future meetings.

Clerk

Update from meeting with AAHS on 18 July 2018

Cllrs Weir and Lewis attended a meeting with AAHS to discuss future communications. It was agreed that attendance at meetings was desirable but formal communication would continue.

After analysing the AAHS rental income over the previous 15 years it became clear that ATC owed AAHS £411.39. It was agreed by both parties that instead of deducting this from future increases it will be used to offset the normally deducted costs for admin, insurance and weed spraying etc. Future rent invoices will be checked for accuracy under the schedule agreed by both parties of a maximum 5% rise every 2 years.

Discussion took place at this meeting regarding installing a collapsible bollard at the East Allotment entrances to minimise vehicular use and thereby reduce wear and tear. ATC are prepared to pay 50% of the bollard cost plus installation. AAHS are to get back to ATC with their decision.

AAHS

Restricted Gas and Chemicals stored on site. It was acknowledged that AAHS were working on getting this issue rectified although ATC felt that only having a sign at each entrance was insufficient and that a sign should be placed on each allotment that is known to store these.

Consideration of future East Allotment Boundary Work

Cllr Lewis declared an interest in the proposals. It was suggested to look at metal fencing along the East Allotments that border the walkway next to Meadowburn. A gate for each allotment would need to be provided. The Clerk to get further information on the type of fence required and source prices so that funds can be built up towards this. The Clerk to also ask Richard Wearmouth if it would be possible for ATC to use any of the metal fencing that may be spare from the Industrial Estate.

Clerk

In terms of the Straffen Court side of the allotments, it was agreed to leave this as it for now as every allotment borders the footpath. Additionally, the hedge next to the open reach site is to be monitored by AAHS and possibly removed in longer term plans.

56.2 Cemeteries

West Cemetery Update Cemetery Waste

The waste skip that was currently in situ has been being used for more than floral tributes so ATC have been unable to use it whilst working at the cemetery.

NCC advised that ATC would no longer require the skip as all waste from floral tributes

AMENITIES COMMITTEE – JULY 2018

could be placed in the bins around the cemetery and emptied on the regular rounds. The Clerk is to cancel the contract for the skip with no cancellation fee except an admin fee, this will save the Council around £1000. It was agreed by NCC that this would be from the end of July, unfortunately it was removed sooner so when ATC next meet with NCC during the partnership meetings they will be asked to clear the Elder tree waste and the rotting wood from the compound.

Clerk

Clerk

It was noted that the smaller bins around the cemetery used to be chained but it was felt that as there was not a problem at the moment with them being stolen that this was unnecessary at the moment.

West Cemetery Mortuary Roof – agreed to proceed with Robert Porteous at a cost of £480

Clerk

Consideration of tarmac surface at entrance to West Cemetery

Discussion took place on whether to do a patch repair at the entrance of the west cemetery or whether to do a full repair around the fountain. Bill Pringle recommended a solution for patch repair but it was agreed that it would be better if the full area was repaired around the fountain. The Clerk to see quotes from NCC as well as other contractors.

Clerk

Consideration of further cremated remains area

Cllr Lewis updated members of the meeting with NB Clark site manager, who agreed that NB Clark would erect a fence as soon as possible along the line of the cemetery which borders the new housing development. Shrubs would also be planted on the cemetery side in the autumn. This would be at no cost to ATC; however ATC agreed to look after the shrubs and replace as needed.

Clerk

He also agreed to remove the path along the cremated remains section and top that area up with top soil at no cost to ATC. He recommended using a product called Hydro Grass for this area – the Clerk to price up.

NB Clark also agreed to remove the excess spoil that has historically been left at the start of section N at no cost to ATC. With these additional works it is expected that further cremated remains places will be created and will be able to be created around the left hand side of the turning circle also. Additional spaces will also be added to the end of section M where there is not sufficient space for full body interments. The Clerk to confirm grave spaces with the Contractor.

Clerk

Consideration of boundary to section N and Cemetery Extension

Currently, the NB Clark development finishes half way up section N. ATC need to think of the future of the cemetery- Section N begins at the child section. It was proposed to allow an additional two rows for child graves and then begin to inter into section N headstone to headstone so as to allow plenty of space for maintenance. There will be no formal paths into the section which will be entered by the gaps between the trees. It was noted that Section N was much flatter than section M and there could be a possibility of erecting thin concrete plinths along the headstone line which will ensure that the headstones are linear and will also help with fixing headstones to the ground.

Clerk

AMENITIES COMMITTEE – JULY 2018

This will also help to ensure that memorials are safer and less chance of becoming unstable. The Clerk to liaise with Bill Batey at Alnwick to discuss what Alnwick do. Additionally Hexham Cemetery and Fairmoor in Morpeth.

Clerk

The Clerk to also source prices for shrubs including hawthorn, hollies and beach as these will be needed for this boundary area in the future. The Clerk to also continue to seek prices for mature shrubs for the natural burial area which are to be grown in the area identified in the cemetery.

Clerk

The Clerk to contact fencing contractors for a quote for West Cemetery Spoil area Fencing.

Mole Traps

Tony Dunn is available to carry out mole trapping and there are some traps available for him to use within the west cemetery machine store.

East Cemetery Update

Mole Traps – covered previously

Wildflower Area update

Cllr Lewis received an email from a resident with experience in wildflowers who said that the grass was choking the wildflower area and they would not be able to grow. He recommended that the area be scarified in September and then treated with yellow rattle. NCC are unable to carry out this work and recommended that ATC hire a professional gardener. The Clerk to source prices from local firms who are able to carry out the work in September / October. The Clerk to also check with the successful contractor if ATC are required to purchase the required seeds.

Clerk
Clerk

65.3 Play Areas

Paddlers Park

Notes from the meeting with NCC are available. The water pump was turned on at the inlet point and the manhole where the water regulators are located were lifted. It could be seen that one of the regulators had a slight leak and water had accumulated in the manhole space. The second regulator only operated correctly when manually adjusted. These assist the flow to the pump and after some attempts it was obvious that the feature could not be left operational.

After discussions, it was determined that the best course of action would be for ATC to contact Sutcliffe and ask a technician to attend on site. This would enable the exact requirements to make it operational to be ascertained and bought; it was also felt that Sutcliffe should be asked to install the parts as this would provide some guarantee/warranty for the future. If Sutcliffe were unable to do this, then they would be asked to recommend a locally based technician who had dealt with these type of installations. Mike Jefferies would not be available for the next 2-3 weeks and it was agreed Bob Hodgson could attend as NCC representative in view of the urgency of the matter. Costs would be discussed between ATC and NCC.

Clerk

Clerk

An additional meeting is to be requested with Fresh Air Fitness, ATC and NCC to

AMENITIES COMMITTEE – JULY 2018

discuss a way forward in terms of the fitness equipment on site.

65.4 Philip Drive

If the timber strips on the play frame have not been done yet, the clerk to clarify if the price for the timber strips is to replace all. If this has not been done yet it was agreed to have a watching brief on this and repair later if needed.

Clerk

65.5 Town Furniture

Update on works to Church Street Bus Shelter Floor

Work has begun on the Church Street Bus Shelter floor.

Recommendations to repair the TIC noticeboard

ATC have met with a contractor to discuss the repairs needed to the large noticeboard. As a temporary measure the Clerk to seek a quote for a pneumatic closing / opening mechanism.

Clerk

Update on the purchase of a new bus shelter for Church Street

A new bus shelter the same as the one on High Street has been ordered for the Church Street bus stop. Permission has been given by NCC. The barriers are to be removed as they are no longer needed. NCC to coordinate the removal of the barriers with ATC. ATC suggested moving the barriers to JCSC but this was declined by NCC.

ATC has requested this area be a coach drop off point but this was not allowed by NCC in case it interfered with the current bus timetabling.

Update on the purchase of a new dedication seat for The Wynd

A Harlech seat and memorial plaque has been purchased by a resident and will be installed at the top of the Wynd. The current seat will be moved to the where the boat seat was at Island View. The Clerk to discuss installation with contractors. The Clerk to ensure the memorial plaque measures the same as the area to which it is to be attached to.

Clerk

65.6 Planting

Update from discussions with NCC for Autumn planting

The Clerk to add the fountain, Wynd and Rivergreen flower beds to the meeting with Bob and Bill. Sodexo have received the seeds to bring on for next year. The Clerk to check with Bill Pringle that NCC have everything that is needed for the autumn planting.

Clerk

66: COMMUNICATIONS

66.1 None

67: AGENDA ITEMS

67.1 Surplus Equipment Disposal

ATC sold the tractor and grass cutter for a combined total of £450. The remaining

AMENITIES COMMITTEE – JULY 2018

surplus tools will be donated for a community group to use.

Update on recommended tree works

Clerk

Recommendation for tree works were received from Woodsman. He recommends that we approach Town and Country Tree Surgeon for the works needed. Clerk to action.

Update on plumbing requirements

Clerk

Quote for plumbing works is to be obtained following a site visit. The Clerk is waiting to hear back from a contractor as to when they will be available to meet on site to discuss the requirements of the west cemetery. Issues include the fountain overflowing, to locate the relevant stop cocks, enabled turning off the water to the buildings but maintain the water around the cemetery. This issue was delegated to the chair, vice chair and clerk to progress out of meeting.

Update on the storage of soil and spoil at West Cemetery

After discussions with the grave contractor, an area for soil and spoil has been identified in the west cemetery. The area will be set back from the drive before the turning circle on the right hand side. The area will be fenced and screened with shrubs and fencing. The Clerk to source prices for holly, hawthorn, beach and pyracantha, ideally all from the same supplier. NCC do not supply shrubs any longer. Additional shrubs will also be needed for the natural burial area.

Clerk

Sodexo are in the process of having a shade tunnel which will enable them to bring on shrubs for the future. It was suggested to use Parkers and get a selection to send to the prison to bring them to maturity.

68. INFORMATION ITEMS

None

69. DATE AND TIME OF NEXT MEETING

The next meeting date will be held on 27 September 2018 at 6.00pm

The meeting closed at 7.30pm

PUBLIC VERSION OF PRIVATE

70: AGENDA ITEMS

Clerk

70.1 To receive quotes for the painting of the East and West Cemetery Gates

Various quotes were received, and it was agreed to proceed with the quote from NF Young.

70.2 Results of survey of possible vacant plots in West Cemetery sections A-L

After an analysis of vacant plots in the sections A to L of the west cemetery it is thought there could be only around 6 that are could be used. It was therefore recommended and accepted that there are to be no more new burials in these sections of the west

AMENITIES COMMITTEE – JULY 2018

cemetery.