

AMENITIES COMMITTEE – January 2017

Minutes of the Amenities Committee held on Thursday 26 January 2017 at 18.00 in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

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

Mr Ray Wealleans –

Mr Lee Taylor – Secretary AAHS

Actions

64: APOLOGIES FOR ABSENCE: None.

65: DECLARATIONS OF INTERESTS: None.

66: PUBLIC QUESTION TIME: (maximum 15 minutes)

66.1: Ray Wealleans – NCC Neighbourhood Services Manager

Mr Wealleans informed that he had met with the Harbour Master who was still willing to offer a parking space in the Leazes St Car Park for bins to be located. He informed that Civil Enforcement Officers were now able to issue fixed penalty notices for litters and dog fouling.

The future SLA was discussed in brief and it was noted that a bin lift operator was required to deal with the wheeled bins.

Cllr Lewis queried the opening hours of the toilet over the festive season as it was understood that the facilities were closed on New Years Day. Whilst she did not expect them to be open on New Years Day, this was not the expectation of all. She suggested that in the future notices be put up on the doors to explain opening hours as the current notices appeared to be quite deteriorated. A deep clean of the facilities was also requested; it was noted that this was supposed to be done twice per year yet there was still toilet roll on the ceiling.

Mr Wealleans was thanks for this attendance and left the meeting.

67.1: Amble Allotment Holders Society Report – Mr Taylor informed that the committee were to meet next on Sunday 5th February.

The insurance policy has been updated but the hard copy was still awaited by AAHS. The renewal had included cover for public liability.

New rules for tenants had been worked on and they included the requirement to have a hazardous certificate visible on gates of plots where there were gas cylinders on site.

The Committee rules have also been updated.

The meeting dates for the AGM and Committee meetings would be forwarded in due course. The Names and contact numbers for the Committee Members would be forwarded to the Clerk following the AGM.

The new tenancy agreement gives tenants one month to add the plot number to their gates.

There was a gap in the fence at the Northumbria Terrace entrance to the Percy Drive Allotments, part of this fence was the responsibility of NCC to repair and part was ATC responsibility.

The ATC environmental Operative would be requested to check the walkways for potholes, repairing where necessary and would also weed kill along the walkways.

The proposed hut expansion was queried by Members. Mr Taylor informed that this had not progressed yet but they did have plans for compost bays and recycling points to reduce the number of fires.

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68: CLERK'S REPORT & MATTERS ARISING THEREFROM:

RECOMMENDATION - To note the contents of the Clerk's Report and any matter arising be considered.

68.1: Allotment Wynd entrance water diversion – ongoing

68.2: Fire Risk Assessment/Audit of Allotment sites. – The Clerk informed after querying with NCC, as things stand, local authority allotments are not subject to the current Fire Safety Order (2005) and as such, do not require a dedicated fire risk assessment for scrutiny by the enforcing authority (Northumberland Fire and Rescue Service).

The only exception to this would be if a community building (place of assembly) was present on the allotment site, as this would possibly be subject to the requirements of the Fire Safety Order (2005).

A fire risk assessment (of bonfires, stoves within sheds etc.) would more than likely be covered by, and incorporated into, general health and safety risk assessment for the allotments.

As the enforcing authority, NCC would be unable to complete any fire risk assessment for Town Council directly, as this may be seen as a conflict of interests.

A general risk assessment of the site was advised. The Clerk had made arrangement to meet with a risk assessment firm to do an informal walk about of the allotment sites (not accessing any allotments) in order to establish a quote for carrying out an audit on both sites.

68.3: Allotments – outstanding info – Insurance, plot numbers, committee contact details – This has all been covered in the public question time.

The offer of using the Town Council printer and light blue paper was reiterated and noted by Mr Taylor.

Mr Taylor was thanked for his attendance and left the meeting

68.4: Paddlers – letter sent to NCC – The letter had been sent following the November meeting, the Clerk noted that the letter had been acknowledged by Mike Jefferies and the Town Council's comments had been noted.

68.5: Leazes Street Litter issue update – This had been discussed with Mr Wealleans.

68.6: History trail update – The Trail had been installed and officially launched. The Reflections booklets were selling well and a reprint had been ordered.

68.7: Church Street Bus Shelter update – Cllr Morrison informed that the majority of the work had been done but some final touching up was required.

68.8: Paddlers Park update – The Clerk would check the drainage plans and report back. The Clerk was requested to query CEO checks of this area.

68.9: Oak tree + planting- now carried out in grass area within Co-op Funeralcare Car Park but remains ATC responsibility

68.10: Cemetery compound - The scrap metal was due to be removed imminently and the Clerk was looking into disposing of unrequired assets. The environmental Operative was soon to be starting the repairs of fencing and widening of the entrance.

68.11: The Environmental Operatives timesheets and diary will be available to view in the office on Thursday from 12pm (they are for noting work carried out and not intended for the purposes of monitoring time/movements) – The inspection sheets were not available. It was noted that there was a problem with moles in the East Cemetery. The Clerk would investigate resolving this.

68.12: Play ground inspection sheets; Paddlers – The sheets were available noting unsteady foundations of the Thai Chi spinners and air walkers, the wood chips from the boulder area had been washed onto the grass during the tidal surge. The Environmental Operative was to carry out remedial work.

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68.13: Playground inspection sheets; Philip Drive – An inspection was carried out by the NCC play area inspector on a week when the Environmental Operative was on annual leave. It had been rumoured that intravenous drug paraphernalia had been found in the play area and reported to the Housing Association and Northumbria Police who arranged removal. After contacting both organisations, both confirmed that this was untrue. Cllr Horn on an Estates Walk about also drew the play area to the attention to both organisations who again confirmed that they had not received any reports. This inspection sheet indicated that the safety surfacing was very slippery due to moss and required clearing.

69: COMMUNICATIONS: None.

70: AGENDA ITEMS:

70.1: To consider re-renewal of Grave Digging contact – The specifications were agreed and it was delegated to the Chair with the Clerk to consider the quotations after the closing date of 28th February.

70.2: East Cemetery maintenance – at present we are not tied into a contract and the work has been outsourced on a yearly basis. Do we maintain this status quo or set up a contract – It was agreed to carry on using the existing contractor to cut the East Cemetery as per the previous year.

70.3: To consider Planter maintenance sheet – The sheet was accepted with some amendments.

70.4: To consider purchase of cycle shelter – Cllr Morrison was to forward a design to the Clerk, Members agreed to requesting the prison to make the shelter with safety Perspex being provided to the amount of £300.

70.5: Working Party arrangements for WW1 2018 event – It was agreed to hold a working party meeting at 14.00 on 1st February 2017 in the Council Office. Cllrs Dargue, Lewis and Weir would attend and the invitation would be extended to the other Town Councillors.

70.6: Cllr Lewis informed of correspondence she had sent as an individual regarding the recent rerouting of the bus service X20 – this would be deferred to the town council meeting.

The Clerk informed that the dog bin at Percy Drive/Meadowburn had disappeared and a brown wheelie bin appeared in its place. Members agreed that the wheelie bins were not aesthetically the look the Council wanted for the main areas of the town. It was agreed to purchase 3 x enviropol 100 litter bins to replace the 2 bins on Church street and one outside Harbour fish bar.

The bins that are removed from these locations will in turn replace the missing bin at Percy Drive/Meadowburn, broken bin at Philip Drive and one would be placed in storage at West Cemetery.

71: INFORMATION ITEMS:

71.1: DEFRA – Avian Influenza – The information had been noted.

71.2: Due to a mis-print of the litter picking date in the press, it had been agreed by Cllr Barton and the Clerk to hold an additional litter pick on 11th February.

72: DATE AND TIME OF NEXT MEETING The next Meeting date will be held at 18.00 on 23rd March 2016 in the Council Office. The meeting closed at 8.00pm.