

AMENITIES COMMITTEE – July 2017

Minutes of the Amenities Committee held on Thursday 27th July 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, I Parks, K Morrison, T Hinton and Miss V Smith.

In attendance: Lee Taylor and Michael McDonough from Amble Allotment Holders Society

Actions

19: APOLOGIES FOR ABSENCE:

To receive apologies for absence.

None

20: DECLARATIONS OF INTERESTS:

None

21: 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.

VS to clarify whether there is a need or not to re-do Councillors' dispensations regarding allotments.

VS

21.1 Amble Allotment Holders Society Report

The site visit arranged prior to the meeting was cancelled due to weather.

Lee Taylor and Michael McDonough attended the meeting from the Allotment Holders Society. A re- inspection of allotments was carried out on Monday and it was noted that things are improving slowly. Allotment inspections have not always been carried out and it is taking some time to get things embedded. It was agreed that as inspections are part of national guidelines that there was a need for them to continue.

The Council are aware of a sensitive, ongoing issue with a specific allotment and note that it had been agreed to reallocate this allotment. AAHS agreed to help the new tenant with the clear up of this particular allotment.

AAHS

AAHS reported that they are to hire a skip for one full day in August to give incentive for the allotment holders to get rid of anything unwanted. The skip will be manned so that only allotment holders can use it. It is hoped that this will take place on an annual basis. Emails will be sent to communicate this and notices will be out around the sites.

Cllr Parks queried whether family members were covered by the insurance policy and was told that family members are covered but that LT was still seeking exact information in regards to general members of the public and will report back at the next meeting.

AAHS

It is hoped that a Councillor will be able to attend the next inspection. Lee Taylor agreed to circulate the details when known.

AAHS

LT has requested a list of how many allotments are not being actively worked so that a follow up procedure can begin.

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22: CLERK'S REPORT & MATTERS ARISING THEREFROM:

The contents of the Clerk's Report and any matter arising be considered.

23: Allotments

23.1: Fire Risk Assessment / Audit of Allotment Sites

VS read out an email from a company which details estimated costs per allotment for a health and safety assessment of allotments. The fee quote was £30.00 inc VAT although it was stated that if such allotments did not need a provision of extensive details that a charge would not be made. Information would be copied to AAHS.

VS

Further information is needed specifically around Fire Risk Assessments rather than H&S. The new rules stated tenants must restrict storage of gas and chemicals and must display a notice at their entrance if such items were stored there.

AAHS

23.2: Allotments updated Rules and Regulations

Allotment Rules and Regulations are to be updated and refreshed ahead of the August meeting. LT to arrange meeting with Councillors via VS.

LT raised a query from an allotment holder about buying their allotment. It was clarified that it was not possible to buy an allotment.

VS

VS

Cemeteries

23.3: Cemetery Compound update

It was reported that the gate and the fence was complete.

VS

Clarity is needed on whether an additional skip is needed.

MH

An update is needed on the organization of the compound and that items have been set aside appropriately.

VS

Strimming has been done as requested.

VS

Cllr Horn will attend the cemetery tomorrow to pick up oil.

HL

Clarity is needed on whether or not the lean to shed is in use, if not, has the base for the shed been prepared.

VS

EB/CW to meet to discuss the office / storage issue.

VS

Cllr Lewis agreed to sort through the files in the filing cabinet/ any papers there.

Clarity is needed if the edging stones have been placed at the natural burial area noticeboard.

HL

Regular reports were requested from the meetings that are being held with the seasonal worker.

VS

Cllr Lewis stated that an annual plan has been used in the past and wondered whether that might be a useful forward planning tool. Cllr Lewis to bring it to the next meeting.

VS

An update was requested on the test bed area.

Clarity was needed on whether the trees that had been placed in the test bed were rescued.

An update was needed on whether the holes in the natural burial area had been filled as requested.

VS

Play areas

23.4: Report of Paddlers Park inspections

Play area inspection reports had been received. VS to order the items required.

It was reported that the water feature was once again not draining away. In further inspection, Cllr Horn reported that the blockage was in the same place as last time and offered a number of reasons. It was also noted that earth and silt were on the water trail and were blocking some of the parts. The seasonal worker is to be reminded to

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clear all the earth and soil from the main water trail of the feature to prevent any build up getting into the drainage system. It was also requested that on a monthly basis that the man hole cover should be lifted and inspected for any possible issues such as stones which may block the drainage. It was agreed that ATC would buy a flexi rod that would move up the drainage system to help ascertain what the blockage is. If this action does not alleviate the blockage it was agreed that a jet wash would need to be arranged as in previous times and a camera would need to be put through the drainage to see what is causing the disruption. Cllr Horn to send links to suitable flexi poles for purchase.

MH

23.5 Report of the Philip Drive play area inspections

It was reported that the surface area on the Philip Drive play area had gaps between the tiles. A temporary measure is to fill the gaps but this had been tried before and it was agreed that a more permanent solution might be needed once it was decided about the future of the playground.

VS

Discussion took place around focusing on play areas that benefit the whole community. It was agreed that as the recommendations in the RoSPA report were not urgent that the Town Council would review its position in the winter and prepare a policy.

VS

VS to meet on site with the seasonal worker to verify the names of the equipment being referred to and the specific parts required.

VS

VS

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

23.6: Leazes Street Litter issue update

Notices are to be made / ordered for the bins to ask the public to put their large food containers in the bins or take them back to the outlet for disposal.

Discussion took place around the Coastal Communities Grant that has been offered to The Quayside Chippy and a request was made to liaise with Arch & NCC about combating the litter issue in that area. This is to also be copied into Paul Jones at NCC.

VS

KM

23.7: Church Street Bus Shelter update

A quote is to be received for the self levelling floor solution and an update on the bin relocation has been requested. Some small guttering work is also being done.

VS

It was reported that the litter issue within the Church Street Bus Shelter is not being cleared daily by NCC despite numerous requests. This is to be chased up urgently.

VS

KM to liaise regarding the completion of the work to the mural.

The boat seat at Island View is in need of repair and repainting. VS to write to the donor of the seat and ask if they would like to tidy it up, but also mention that if the seat is past the point of repair that it may need to be removed and replaced with another seat.

VS

The coal truck at the High School needs repainted desperately. It was reminded that painting etc. of seats, floral areas etc. was part of the seasonal worker's duties.

A meeting is to be arranged with Bill Pringle and it was agreed that the main entrances to the town need to be highlighted as needing additional work in terms of weeding as the weeds are killed but then not cleared away which leaves the entrances looking very untidy. Key areas are the Acklington Road entrance and South Roundabout.

VS

23.8: Litter pick update.

The litter stickers have now arrived and have been passed to the seasonal worker for

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distribution.

The next Litter Pick is due to take place on 13th September at 5pm for youth club and 5.30pm for other members of the public. VS to publicise this on all social media platforms and noticeboards.

Planting

23.9: Planting update.

The following plants are to be ordered by staff from usual suppliers. Further clarification is needed on quantities before orders can be placed.

- Tete tete/ cheerful dwarf daffodils
- Dwarf Tulips
- Winter Aconites
- Grape Hyacinths
- Crocus

Snowdrops were best lifted when in bloom; these could be obtained from the West Cemetery at the appropriate time.

These would go in the coal trucks and flower beds.

It was agreed to ask local businesses to sponsor these. Cllr Parks to raise the issue with the school and Cllr Hinton to liaise with Sea & Soil.

A meeting is to be arranged with Steven Goodacre from HMP Northumberland as soon as possible re: community work and plants.

23.13 Bin Stickers

The stickers for the bins have arrived.

23.14 Responsibilities Board and Window Cover

The responsibility board would cost £69 for the cost of the board and £30 for the cost of the artwork. It had been queried at the last meeting whether the board was free standing and rolls up. If so an amount of £200 was agreed to make the final purchase. EB to go ahead with the purchase.

24: COMMUNICATIONS:

None

25: AGENDA ITEMS:

25.1 Water pressure testing at the cemetery

Fenders have been to visit the site and reported that the old lead pipe to the machine store needs replaced. Northumbrian Water would have to find the mains and T the pipe off under the wall and reconnect it to the machine store. A complete replacement of the pipe was recommended. They looked at the tap at the machine store but Members queried whether that to the office block runs off the same main feed. Further investigation is needed and also estimated costs as it may be that water is no longer required in the machine store

25.2 Water Butt v Water Bowser

VS

IP
TH

VS

EB/VS

VS

CW

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It was agreed to purchase one 120L container which should cost around £50-£100. If it is possible to fit two containers in the truck without moving them when they are full of water, i.e. via a side door then it may be possible to buy two containers. The seasonal worker be asked to take a trowel with him when he water the plants to make some small holes in the soil so the water can soak through the top layer. The trucks in particular need soaking for a while. Cllr Weir to forward link to purchase.

IP

MH

Cllr Parks was approached by a member of the public about the lack of a water feature in the Town Square. As the land is not owned by the Town Council it was requested that they direct their query to ADT.

Cllr Horn raised a request from West Court who may wish to rent a raised bed. The Council agreed it was not the appropriate time to start renting a bed and suggested that any interested parties at West Court should contact the clerk who would contact them early next year.

VS

A request was submitted from Mr William Griffiths to relocate a bin outside of the shop on Links Avenue to help alleviate the litter problem in that area. Mr Griffiths is to be contacted to explain that we are aware that a bin used to be located outside the shop but that NCC, who are responsible for emptying the bins, decided to move the bin to the corner of Burton Road. We have continuously asked for this to be monitored in terms of litter in the area and await their response.

26: INFORMATION ITEMS:

None

27: DATE AND TIME OF NEXT MEETING

The next meeting takes place on 31st August at 6pm. There will be a list of rotation for site visits.

The meeting closed at 8.15pm

DRAFT