

## AMENITIES COMMITTEE – March 2017

Minutes of the Amenities Committee held on Thursday 30<sup>th</sup> March 2017 at 18.00 in the Town Council Office, Fourways 2, 6 Dilston Terrace, Amble.

The meeting was preceded by a site visit of the West Cemetery Compound at 17.00.

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

Mr A Waugh – Environmental Operative

Actions

### **73: APOLOGIES FOR ABSENCE:**

None

### **74: DECLARATIONS OF INTERESTS:**

None

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

75.1: Ray Wealleans – NCC Neighbourhood Services Manager was unable to attend the meeting. Mr Wealleans would be asked to attend the April meeting to provide information of the Leazes Street litter bins and fixed penalty notices for dog fouling.

75.1: Amble Allotment Holders Society Report – A comprehensive update on the rule and regulations had been provided by AAHS. As there were some issues with accuracy on the rules and regulations the Clerk, Chair and Vice Chair met and provided required amendments, suggested amendments highlighted items that required clarification along with reasoning behind the suggestions.

AAHS responded that they were going to need to hold an extra ordinary meeting of the Society Committee and seek advice from the Allotments Association.

It was noted that the Allotments AGM was due to be held on 5<sup>th</sup> April at 19.00 in Bede Street Club. The Clerk would query what update they had on the changes to the rules and regulations.

Clerk

As contact details would change at the AGM, updated details would be requested.

Clerk

Fly tipping had been noted in the allotments over the fence near the compound, ATC would remove free of charge on this occasion but would not expect to see fly tipping here again in the future. AAHS to be informed future fly tipping may result in a charge to them.

A quote was still awaited for the risk assessment survey of the individual allotments.

Site inspections dates would be requested.

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

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

76.1: Allotment Wynd entrance water diversion – ongoing

76.2: Fire Risk Assessment/Audit of Allotment sites – as discussed above.

76.3: Allotments updated Rules and Regulations – as discussed above.

76.4: Paddlers – letter sent to NCC regarding dismay over standards of contractor's work had been sent, it was acknowledged. Some issues have occurred since then such as the lifting of the graphic panels at the hopscotch area and the mastic between joints on the concrete area was also lifting and there were cracks in the concrete. Andrew Gardiner was liaising with LMS regarding this. Cllr Horn noticed that the number panels on the hopscotch were being repaired that day. The Clerk would query the nature of the

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repairs.

It was noted that the Clerk had not been informed that workmen would be onsite.

76.5: Leazes Street Litter issue update- The Harbour Commissioners had said that nothing formal had been agreed regarding the placement of bins. The Clerk would query whether it would be helpful to NCC for something to be put in writing and sent to WHC.

76.6: Church Street Bus Shelter update- none

76.7: Paddlers Park drainage – The standing water was now gone; the centre grate had been lifted and it appears drainage is to the manhole that had been lifted. It was noted that the removal of the manhole cover was a 2-person job and that the Clerk had ordered lifting handles and a stop cock key. Further explorations of the valves were to be carried out and the three pipes coming into the manhole. The Clerk would query the drainage final plans with Andrew explaining that there was an ongoing problem with the drainage here. Cllr Horn and the Environmental Operative would meet Andrew on site to explain the nature of the problems. Images of the valves would be forward to Cllr Lewis as her husband was familiar with the old drainage system.

76.8: Cemetery compound update and consideration of quote for gates – A quote had not yet been received. Cllr Lewis queried what the gate would look like as this info had not yet been provided. Cllr Weir informed that it would be two heavy mounting posts and two gates to match how it is at present. It was suggested that the gates could be purchased in metal. Cllr Lewis proposed that new gates be put on the compound entrance. Cllr Weir informed that the gateway entrance was 3.2m.

The Environmental Operative was clear on what was to be kept and scrapped from the compound.

One skip would be ordered sometime after Easter when the seasonal worker was in place to help with dismantling greenhouses and clearing the compound.

The rubbish would be assembled and the skip would be delivered and collected the same day. A second skip may be required. This was agreed.

76.9: Cemetery site visit of machine store and office – It was agreed that what is of no use can be removed. The Clerk would look at options for selling the grave shoring.

A lean to or free standing shed would be priced for the back of the office.

The hanging baskets on the office would be taken down until planted.

The gateway pillars required painting.

The pressure washer required replacing, the Environmental Operative would check if it could be repaired or whether it was the actual water pressure which was the problem. If a new one was required the Clerk was delegated up to £150 to purchase one.

Expenditure on consumables for the Cemetery over the course of the year, Cllr Lewis suggested a list be compiled and stocks ordered in advance.

76.10: The Environmental Operatives timesheets and diary were looked over.

Cllr Weir could not grasp why the Council were looking at these sheets and suggested that whilst they were available for inspection they would not be presented at the meeting. The Clerk would continue to monitor them.

76.11: Playground inspection sheets; Paddlers

76.12: Playground inspection sheets; Philip Drive

A complaint had been received regarding the scramble climber being unsafe on the climbing frame and a quote for a replacement part had been requested and response sent. Wood chips would be ordered to replenish the boulder area.

76.13: Grave digging contract – The Council had agreed the contract with Martins Groundworks for 12 months grave digging.

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An issue had been raised regarding funeral directors changing sizes following the receipt of paperwork. It was agreed that once the size has been confirmed with the office, if there are any changes this will incur a charge a minimum of £50 plus any additional fees charged by the grave digger.

76.14: Dog & Litter Bin replacements and relocations – The Clerk informed that all the relocations and new bin installations had been carried out. The Church street bin location required adjusting.

Two on Newburgh Street to be purchased in the future. A survey of bins from the town centre outwards would be compiled. The underside of the seat on the Church Street bus shelter would require checking as there had been a fire here.

76.15: Planting update – The bedding plants that had been cultivated by HMP Northumberland were due to be delivered and the Wynd planter had been identified as the priority for planting for Easter weekend. Other planters and beds were in bloom with spring bulbs at present.

Cllr Weir enquired about the plans for the Dilston Terrace planters, the Clerk informed that this was not on the planting requirements list. The Clerk would enquire whether NCC would plant them up and whether they had any plants available for here. Once a response had been received it would be delegated to the Chair of the Committee and Clerk to ensure planting was ordered.

It was noted that the WI trees had been taken by NCC for planting in Amble. Locations would be requested and NCC reminded that these would be their responsibility.

Turf cutter to be ordered for the test bed to be progressed, types of shrubs such as holly hawthorn and other varieties for the conditions, buckthorn, blackthorn, gorse.

Cllr Weir requested a letter be sent to Park Leisure thanking for their maintenance to floral displays at the south entrance of the town. It was agreed that ARCH (as landowners) would be requested to send a letter of thanks to Park Leisure, Amble. Members of the Council thought it would be a nice gesture in recognition of this voluntary effort on their part.

76.16: Litter pick update. – The next litter pick would be held 8<sup>th</sup> April at 10.00 meeting in the town square.

### **77: COMMUNICATIONS:**

77.1: Letter from Mrs Shepherd – Grass cutting of graves and molehills – Mrs Shepherd's complaint related to grass cutting not being lifted and mole hills. The Clerk had responded to Mrs Shepherd explaining that mole traps arrived on the date she called into the office and the Clerk also explained that the Council does not have the resources to remove grass cutting across the 10-acre site.

2.5 hours' overtime was agreed for the Environmental Operative for his attendance at the meeting. Mr Waugh was thanked for his attendance and left.

### **78: AGENDA ITEMS:**

78.1: To consider purchase of cycle shelter – Given that the TIC is currently closed the Administration Assistant was pursuing the red line boundary of the site and the area planned for placement of the shelter is within the red line boundary, however this area is enclosed by a wall so any ready constructed shelter would need to be crane lifted into place HMP Prison would be queried about the construction of a shelter that could be bolted together onsite.

78.2: Consideration of Asset register – The Clerk would make this available to

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Members.

78.3: Paddlers wet pour replacement – A quote for full black surface for £7900 had been agreed, however this did not include the removal and disposal of the existing wet pour and preparations of the sub base. A quote had been received from a contractor for removal and disposal of existing wet pour and prep of sub base which came in at £9000! They did however recommend using a local contractor and subsequently a quote of £2600 was received although this did not include herras fencing. The quote of £2600 was agreed to be progressed requesting the contractor installed the dolphin springer at the same time – the work would be requested to take place in mid-May to be complete by Tuesday 25<sup>th</sup> May.

78.4: Paddlers water testing – A quote had been received for water testing on the basis that Paddling pools were still on site. The Clerk was querying a revised quotation based on only a fresh water pump being on site. It was noted that under health and safety the water could not be switched on until the testing had been carried out and passed all tests. – The drainage issues also had to be resolved before the water would be switched on.

The telescope needed to be checked for moisture.

78.5: Consideration of Paddlers Park summer time family fun day – This was deferred to the April meeting.

78.6: Outcome of site visit- items had been covered

**79: INFORMATION ITEMS:** None.

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

The next would be held on 27<sup>th</sup> April 2017 at 18.00 preceded with a site visit of Paddlers Park at 17.00.

The meeting closed at 8.30pm