

## **AMBLE TOWN COUNCIL – AMENITIES COMMITTEE – NOVEMBER 2024**

Minutes of the Amenities Committee held on Thursday 28<sup>th</sup> November 2024 at 6.00pm

**PRESENT:** Cllr Bewley (Chair) Cllr Parks (Vice Chair), Cllr Weir, Cllr Lewis, Cllr Morrison, S Moore - Minutes

### **46: APOLOGIES OF ABSENCE:**

None

### **47: BUSINESS REQUIRED BY STATUTE:**

None

### **48: DECLARATIONS OF INTERESTS:**

None

### **49: PUBLIC QUESTION TIME:**

No members of the public were present

### **50: ALLOTMENTS:**

#### **50.1 To receive a report from AAHS.**

Members noted the report.

Staff to arrange a meeting between AAHS and Cllr Bewley, staff to prepare an agenda.

It was agreed that should skips be needed to clear the vacated allotments, Cllr Bewley and Cllr Parks to agree on the number of skips, and to ensure AAHS monitor any skips supplied.

#### **50.2 To receive an update on Japanese Knot weed.**

Members were informed the Japanese knotweed was treated for the second time on the 20<sup>th</sup> of September at the East Allotments, further treatments every 2-3 months are required. Staff to arrange a date for the third treatment in December. Staff to also request an update regarding the knotweed at Gloster Hill.

#### **50.3 To receive an update on damaged fence**

Members agreed to the cost of £1976 to repair the damaged fence. Staff to send repair quote to insurance company. Staff to inform contractor to repair the damaged fence once the insurance company gives authorisation. Any damage within the allotment would require the plot holder claiming on the allotment insurance.

#### **50.4 To discuss monitoring of bonfire materials**

Following a complaint of plastic and other unsuitable materials being burnt, members discussed that the only way to try and stop this is to highlight the specific plot so a warning can be personally issued to the plot holder.

#### **50.5 To discuss pigeon club site at the Allotments**

Members thought it would be inadvisable to have any form of construction near the allotment hut as there would be a lot of rules and regulations which would govern the use of the building being a meeting location.

Members agreed it maybe preferable for the pigeon club to look at an alternative meeting venue with availability.

**52: ASSETS REPORTS:**

**52.1 To note and discuss issues and agree any actions required from the reports, if available**

Members noted both reports and the updated Asset Zone report.

**53: TOWN:**

**53.1 To receive an update on repair work within the Memorial Gardens.**

Members noted repair works had been completed.

**53.2 To receive an update on the bus shelter near Longstone Manor**

Members noted maintenance payment had been received.

**53.3 To receive an update on Tree Survey report works**

Members were informed permission for works to trees in a conservation area had been approved and a contractor had been instructed to carry out the works that were highlighted in this year's tree survey report. Members retrospectively agreed to the cost of £1160.00 for the tree works. It was agreed that as this was an essential Safety and maintenance issue, staff could agree to the works being carried out and then report back to committee.

**53.4 To receive an update on the removal of road markings on Albert Street if available.**

Staff had contacted NCC to clarify the bus stop on Albert Street had been deregulated; this would mean general parking within the lines was allowed.

**53.5 Members to discuss Memorial Plaque request.**

Members agreed to allow a memorial plaque to be installed on the seat between Amble Shorebase and the 'fish' information board. Staff to contact resident.

**54: CEMETERIES:**

**West Cemetery**

**54.1 To receive a quote for raised kerbs at top of drive and fountain area**

It was agreed to widen the tarmac circle by 2' thus reducing the turf area. It was noted NCC have agreed to remove the remaining turf and increase the size of the flower bed once all works are complete.

Particular attention needs to be taken that the tarmac join is of good quality.

Staff are awaiting a further quote, once received it was agreed to delegate Cllr Bewley and Cllr Parks to discuss all quotes and choose the contractor to carry out the works, ensuring best quality and value.

Staff to inform the contractor once a decision was made that a sink below the surface near the existing kerbs will need to be raised once works begin.

**54.2 To receive an update on unstable memorial programme.**

Members were informed staff are in the process of finalising the list of remaining memorials to be laid down.

**54.3 To receive an update landowner repair work**

Members noted repair works had been completed.

**54.4 To discuss Cremated Remains Memorial sizes**

It was noted that some memorials here were edging on being higher than present specifications. It was agreed that in future those placed in the present cremated remains area (Ma) could be a maximum of 3' (910mm) at their highest point including the plinth. Memorial Masons would be informed.

**55: PLAY AREAS:**

**Paddler's Park**

**55.1 To receive an update on turf**

Cllr Weir informed members that turf was available at no cost from a private individual when needed in the spring. Staff to measure missing turf area in metres. Arrangements for removal, transportation and laying would be finalised in the Spring. The individual would be thanked for their generosity.

**55.2 To receive an update on placement of a water meter or alternative.**

Ongoing

**55.3 To receive an update on the repainting of the balance beams**

The balance beams will be painted as soon as the weather allows.

**56: TOWN FURNITURE e.g., bus shelters, bins, noticeboards, seats:**

**56.1 To receive a quote for a plaque of the Radcliffe School Memorial.**

Discussions with the contractor are ongoing.

**56.2 To agree painting of Memorial Tower Rails and Door before May 2025 event**

Members agreed to the repainting of the Memorial Tower rails and door before the May 2025 event, and to also add these to the repainting schedule to be done once every six years.

**57: COMMUNICATIONS:**

**57.1 To receive an update on Memorial Plaque**

No updates available. Staff to chase up.

**58: AGENDA ITEMS:**

**58.1 To discuss items raised in staff training.**

Paperwork would be updated to include references to no direct funerals or scattering of ashes and that bulb planting would be allowed in the acceptable area in front of the memorial. Memorial paperwork would be rewritten to emphasise the owner's responsibility for repairs and supplying up to date contact details. Failure to update details and/or failure to respond to requests for repairs, would result in Council taking whatever measures were required to ensure safety for everyone.

As per the previous response to the DEFRA consultation regarding water courses, field drains etc., the issue was noted.

**59: INFORMATION ITEMS:**

**59.1 To note the most recent Paddlers Park and Philip Drive Playground Reports.**

Members noted both reports and were made aware that NCC had been asked to remove the moss build up on the climbing frame in the Philip Drive play area that was highlighted on the report.

**59.2 To note Cemetery Signage at West Cemetery work**

Noted

**59.3 To note water switch off at West Cemetery and Paddlers Park**

Noted

**59.4 To note a quote for the servicing of the roller shutters is being sourced**

Members were informed staff are sourcing quotes. Staff to measure all shutters.

## **AMBLE TOWN COUNCIL – AMENITIES COMMITTEE – NOVEMBER 2024**

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

The next Meeting date will be held at 6.00pm on Thursday 30<sup>th</sup> January 2025, in the Town Council Office, Top Floor, Fourways 2, Amble NE65 0DT.