

# Amenities Committee Agenda Report – 29<sup>th</sup> May 2025

Prepared by Suzanne Moore

## **5: ALLOTMENTS:**

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

Members are asked to note the report.

### **5.2 To receive an update on knotweed.**

A further treatment has been applied to the knotweed at Gloster Hill and the East Allotments. The contractor has confirmed that Gloster Hill still has one/two small patches, and the East Allotments still has a bit due to the condition of the allotment and its current location between sheds. The contractor will continue to monitor and apply weed killer every 2-3 months. Whilst it is not against the law to have knotweed, it is against the law to allow it to spread. The town clerk authorised the works to be carried out.

### **5.3 To receive an update from the A.G.M.**

AAHS to provide an update from the meeting.

## **7: ASSETS REPORTS:**

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

Members are asked to note both reports.

## **8: TOWN:**

### **8.1 To receive an update on flower beds signage.**

Staff have requested costs of the agreed proof designs to review. Costs to be presented at the meeting if available.

A cost of up to £500 has already previously been agreed for these two signs and the sign for the Radcliffe School Memorial see 11.1. Should the cost be above this amount it will be brought to the next meeting for discussion.

### **8.2 To receive an update on flower bed planting.**

The flower bed to the right of the Radcliffe Memorial has now been planted with 30 rose bushes at a cost of £417 plus VAT. This flower bed was planted to commemorate the Centenary of the Clock Tower.

The flower bed to the left of the Memorial is dedicated to the VE/VJ anniversaries and is to be a tiered mixed bed with lower plants/shrubs at the front and higher ones at the back. Former Mayor, Craig Weir was sourcing plants through his connections. It is hoped there will be an update for the meeting when members will be able to determine how to progress.

### **8.3 To note removal of Covid signage at Memorial Gardens**

Covid signage has now been removed from the Memorial Gardens. However, a pole was left in one of the beds. Staff have asked NCC if they can remove this.

## **9: CEMETERIES:**

### **West Cemetery**

#### **9.1 To receive an update on all kerb and drive work.**

All kerb and drive works are complete. The contractor also kindly made good the land outside the mortuary building which was damaged by another contractor.

#### **9.2 To receive an update on memorial safety inspection**

The safety inspections are currently being conducted. Currently 10 Memorials have failed the safety inspection within the West Cemetery. Due to Health and Safety staff have requested quotes to lay down the unstable memorials.

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## **9.3 To receive an update on damaged fence.**

Staff have requested quotes to reinstate the fence which has fallen over between the compound and the West Allotments

## **East Cemetery**

### **9.4 To receive an update on memorial safety inspection**

The safety inspections are currently being conducted at both Cemeteries. Three memorials have failed the safety inspection within the East Cemetery. Due to Health and Safety staff have requested quotes to lay down the unstable memorials.

### **9.5 To receive an update on gate handle repair**

Staff were informed the handle on the East Cemetery gate was loose. A contractor has been instructed to carry out a repair at the cost of £50.00. The town clerk authorised the maintenance works to be carried out under minor maintenance costs.

## **10: PLAY AREAS:**

### **Paddler's Park**

#### **10.1 To receive an update on turf**

NCC laid the turf on the 1<sup>st</sup> of May and will continue to monitor and water during the warm weather until it starts to grow. This is the second time turf has been laid here and upon checking, staff feel it may not establish again due to the area.

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

Previously members have asked for a new water meter closer to the water feature. Meetings with a contractor did take place and there was some discussion regarding the suitability of what is currently in place. The contractor was due to contact the council with possible alternative solutions however this has gone on for some time now and no information has been forthcoming despite requests from staff.

#### **10.3 To receive an update on monthly meter readings for Water Feature.**

Members to note the recent meter reading taken on the 2<sup>nd</sup> of May was 4027. A previous meter reading was taken on the 2<sup>nd</sup> of April which was 0388. This is a difference of 3639 within only a month. Previous investigations ascertained there was not a leak within the system, however it would appear the water usage is quite substantial for a piece of equipment that only pumps water out for around 20 seconds at a time. Members to discuss whether any action is to be taken or continue as is.

#### **10.4 To receive an update on equipment caps**

NCC have installed replacement missing/broken caps on the small multi-unit, the large multi-unit and the green activity board. Spare caps have been returned to the office.

### **Philip Drive:**

#### **10.5 To receive a quote to repaint railings.**

Staff have received a quote of £520 to repaint the railings at the Philip Drive play area. However, the quote only covers two of the three fences needing repainted due to overgrown land obscuring one of the fences. Staff have contacted the owner responsible for the overgrown land and requested this be cut back so our contractor can gain access, no response yet. Members to discuss the quote and also whether repainting the two fences is to be carried out or to wait until the third fence has been cleared and request an updated quote.

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

### **11.1 To receive an update on plaque for the Radcliffe School Memorial**

Staff have requested costs of the agreed proof design to review. Costs to be presented at the meeting if available.

A cost of up to £500 has already previously been agreed for this sign and the two signs for the flower beds see 8.1. Should the cost be above this amount it will be brought to the next meeting for discussion.

### **11.2 To receive an update on seat bar installation into agreed bus shelters**

Seat bars have now been installed within the agreed five bus shelters.

### **11.3 To receive an update on bus shelter on Acklington Road**

Full Council agreed to replace the existing shelter. The bus shelter has been ordered, and staff will update members on an installation date once received.

### **11.4 To receive an update on the ‘chatty bench’**

Members are asked to discuss a possible different location for the ‘chatty bench’.

### **11.5 To receive an update on the 2025 seat replacement schedule**

NCC have begun installing the new replacement seats. NCC will also install the new memorial plaques on the seats where required. Staff have informed NCC where seats are to be installed and which seats are to be disposed of and also which 4 seats to keep at the depo until arrangements are made to donate them. ATC are hoping to donate one seat to AYP for their entrance and two seats for their allotment and one seat to Border Links for their allotment. Staff are awaiting acceptance confirmation

### **11.6 To receive an update on the reinstallation of seat and trees along Percy Drive/ Hauxley Grange.**

No updates.

### **11.7 To receive an update on installation of bus shelters on Percy Drive.**

In the planning conditions Persimmons have to install shelters on Percy Drive which then would become the responsibility of ATC. Persimmons are disputing NCC have completed a technical sign off however ATC have been made aware NCC are not in a position to technically sign off bus shelters so they are not included in NCC’s technical schedules but that does not mean they are not required. This issue is ongoing, and staff continue to chase for updates. This will also be raised at the next Locality meeting.

## **12: COMMUNICATIONS:**

### **12.1 To note letter sent to Stone Mason**

Staff became aware of a memorial being installed prior to permission being granted. Staff have written to the stone mason concerned and issued a warning under the Penalties of non-adherence. This will stay on record for 18 months, if no other breach occurs during this time the warning will be removed from our records.

### **12.2 To note complaint regarding the West Cemetery.**

A complaint was received regarding section A and the wider areas of Amble West Cemetery. This is specifically in relation to the bluebells currently growing and councils’ decision to not trim these areas until the bluebells have died down. The contractor has been contacted about this and various other issues highlighted from the site visit. Further meetings with the contractor and the complainant are being arranged separately.

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## **13: AGENDA ITEMS:**

### **13.1 To discuss High Street Bus Shelter**

Staff requested a quote to repaint the bus shelter on High Street, however the contractor refused to quote due to the condition of the mesh panels which have been in place since 2016.

Staff received a quote of £1098.66 to replace the mesh panels to clear polycarbonate panels so the bus shelter matches with all other shelters around the town. Exceptional traffic management maybe required. Staff also received a quote to repaint the framework of £130.00 + VAT should the panels be replaced. Members to discuss replacing the old panels, if agreeable to then discuss the quotation to repaint the framework once the new panels have been installed.

## **14: INFORMATION ITEMS:**

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

Members are asked to note both reports.

### **14.2 To note shutter servicing report.**

Members to note the shutter service was carried out on the 15<sup>th</sup> of May

Members are asked to note the report and to discuss any actions required.

The town clerk authorised the maintenance cost of £300 for the annual shutter service

### **14.3 To note Cllrs attendance to Barndale-by-the-Sea School**

Cllr Weir and Cllr Parks attended Barndale-by-the-Sea to handover the plaque to commemorate the opening of the school. The funds donated by ATC have been used to create an outdoor raised bed / gardening space.

### **14.4 To note Fire Extinguisher testing has been carried out**

The Fire Extinguisher testing was carried out on the 24<sup>th</sup> of April. The town clerk authorised the testing to be carried out.

### **14.5 To note fixed appliance testing has been carried out**

The fixed appliance testing was carried out on the 9<sup>th</sup> of April. The town clerk authorised the testing to be carried out.

### **14.6 To note ROSPA safety inspection**

Members to note the ROSPA inspection has been requested. Inspections are carried out with no prior warning. The town clerk has authorised the safety inspection to be carried out.

### **14.7 To note clock service**

Members to note the clock service was carried out on the 10<sup>th</sup> of April. The town clerk authorised the maintenance works to be carried out.

### **14.8 To receive an update on the King Edwin Primary School commemorative plaque**

The commemorative plaque for Kings Edwin Primary School has arrived. A date will be arranged to handover the plaque once the play equipment has arrived.

### **14.9 To note Clock Tower drainage channel inspection**

Members to note the Clock Tower drainage channel inspection was carried out on the 21<sup>st</sup> of May. Members are asked to note the report.

The town clerk authorised the maintenance inspection to be carried out.

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

The next Meeting date will be held at 6.00pm on Thursday 31<sup>st</sup> July 2025, in the Town Council Office, Top Floor, Fourways 2, Amble NE65 0DT.