

# Amenities Committee Agenda Report – 29<sup>th</sup> January 2026

Prepared by Suzanne Moore

## **66: ALLOTMENTS:**

### **66.1 To receive a report from AAHS, if available**

Members are asked to note the report

### **66.2 To receive an update on installing a bollard at the west allotments**

Members are asked if they agree to a removeable bollard being installed at both entrances to the west allotment's driveway.

## **68: ASSETS REPORTS:**

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

Members are asked to note both reports.

## **70: CEMETERIES:**

### **West Cemetery**

#### **70.1 To receive an update on damaged tree**

The damaged tree at the West Cemetery behind the office building has now been removed only the stump remains. At a total cost of £1050.00 which was previously agreed.

### **East Cemetery**

#### **70.2 To receive an update on wall repair**

The damaged wall at the East Cemetery has now been repaired. At a total cost of £300.00 which was previously agreed.

## **71: PLAY AREAS:**

### **Paddler's Park**

#### **71.1 To receive an update on water feature**

Members are asked to note that the water feature can not be adjusted to change how long the tap is activated as the feature relies on the incoming pressure to determine how long the tap runs.

#### **71.2 To receive an update on repair works to gates**

Staff have requested an update from the contractor who was instructed to carry out the repairs works, no response yet.

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

### **72.1 To receive an update on additional bin**

Staff requested an update from the supplier, as the bin which was ordered on the 17<sup>th</sup> of December had still not been delivered. The company informed staff that the bin was out of stock, but they still envisage delivery being the end of January / start of February.

## **73: COMMUNICATIONS:**

### **73.1 To note re-laid memorial**

A memorial which was laid down having failed the memorial safety test needed to be re laid down again after a family member of the interred informed staff that someone had stood up the memorial without it being properly fixed. A total cost of £20.00 was authorised by the Town Clerk under delegated powers.

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## **74: AGENDA ITEMS:**

### **74.1 To receive a quote for steel back boards and posts for signage in Memorial Gardens**

Members are asked to discuss a quote of £580.00 plus VAT for 3 new steel sign posts and back boards for the new Memorial Gardens signage.

### **74.2 To receive a quote to repaint Philip Drive play area railings, if available**

Staff have requested two quotes to paint the 3 metal fences surrounding the play area. Staff have received one quote back of £550 to sand down all the railings and repaint in black hammarite paint. Staff still await a response from another contractor.

### **74.3 To discuss 2025/2026 Cemetery Fees**

Members are asked to discuss and propose a recommendation for the cemetery fees increases for 2026-2027 to be ratified at March's Full Council.

## **75: INFORMATION ITEMS:**

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

Members are asked to note both reports.

### **75.2 To note refix of memorial wall plaque**

A plaque from the memorial wall has been refixed at a total cost of £30.00, authorised by the Town Clerk under delegated powers.

### **75.3 To note replacement padlocks for West Cemetery bins**

Eight new replacement heavy duty padlocks have now been installed to secure bins within the West Cemetery at a total cost of £364.13 including VAT, authorised by the Town Clerk under delegated powers.

### **75.4 To note PAT Testing**

The next annual PAT Testing is booked for the 23<sup>rd</sup> of March.

### **75.5 To note replacement memorial plaque**

A damaged seat memorial plaque has now been replaced at a total cost of £15.00, authorised by the Town Clerk under delegated powers.

### **75.6 To note West Cemetery Office Shutter Service**

The next annual office shutter service is booked for the 5<sup>th</sup> of May, the contractor will ring 15 minutes prior to arrival. A member or staff will need to be on site to meet the contractor with the keys.

### **75.7 To note West Cemetery Office Fixed Appliance Test**

The next annual fixed office appliance test at the West Cemetery is booked for the 24<sup>th</sup> of April, the contractor will ring 15 minutes prior to arrival. A member or staff will need to be on site to meet the contractor.

### **75.8 To note West Cemetery Office Fire Extinguisher Test**

The next annual office fire extinguisher test at the West Cemetery is booked for the 24<sup>th</sup> of April, the contractor will ring 15 minutes prior to arrival. A member or staff will need to be on site to meet the contractor.

### **75.9 To note memorial fail laid down**

A deeds transfer was done so that a repair could be carried out, however staff have not heard from the deed holder, so the memorial has been laid down for health and safety. A total cost of £40.00 was authorised by the Town Clerk under delegated powers.

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

The next Meeting date will be held at 6.00pm on Thursday 26<sup>th</sup> March 2026, in the Town Council Office, Top Floor, Fourways 2, Amble NE65 0DT.