

CREWKERNE TOWN COUNCIL

Minutes of a meeting of the AMENITIES COMMITTEE held in the Council Chamber, Town Hall, Crewkerne on Monday 9 September 2019 at 7.04 p.m.

PRESENT:

Cllrs. D. Wakeman (Chairman), C. Aslett, R. Cottle, B. Hartshorn, B. Hodgson, R. Pailthorpe and A. Stuart.

In attendance: Town Clerk P. Davidson, Deputy Clerk L. Gowers, Amenities Operations Manager M. Jay and 5 members of the public.

28 TO NOTE APOLOGIES FOR ABSENCE

19/20

Apologies for absence were received from Cllrs. M. Best (personal), K. Head (personal) and J. Roundell Greene (personal).

29 OPEN FORUM

19/20

No items raised.

30 TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

19/20

It was **AGREED** that the Minutes of the meeting of the Amenities Committee held on Monday 8 July 2019 be **APPROVED**.

31 DECLARATIONS OF INTEREST

19/20

None.

32 RENTS AND HIRE CHARGES

19/20 To consider the draft proposal for rents and hire charges for 2020/21

It was **AGREED** to recommend to Full Council the proposed rents and hire charges for 2020/21.

33 PROJECT AND WORKS REPORT

19/20 To receive the September 2019 report

Noted.

34 HAPPY VALLEY PATHWAYS

19/20 To consider further the options to improve the pathways at Happy Valley

It was noted that two quotations had been obtained and it was **AGREED on this occasion to waive the requirements of the Financial Regulations for three quotations.**

After discussion, it was **AGREED to authorise Avalon Surfacing & Construction Co. Ltd to undertake the tarmacking of the Happy Valley pathways in accordance with their quotation and at the quoted cost of £6,185 (+ VAT).**

35 **TOWN HALL**

19/20

- a) Town Hall ground floor: to receive a report regarding the options to address the issues of damp, ventilation and heating

The Clerk's report was noted and it was agreed that a phased approach to address the issues was sensible, with the initial work being to undertake a detailed assessment of the current heating and ventilation systems, to allow costed proposals to be drawn up.

Cllr. Pailthorpe suggested that this initial work should include establishing whether a cellar existed beneath the ground floor of the building. In response, the Operations Manager stated that, when the initial condition survey of the building was carried out, the surveyor could find no evidence of a cellar.

- b) Front office: to consider the quotations received for the refurbishment and redecoration of the Town Hall front office as a "community hub"

Cllr. Hartshorn suggested that it would be sensible to defer the painting of the walls of the front office until the damp problems had been resolved. Councillors supported this view and it was therefore agreed to proceed only with the replacement of the old light units and the addition of a short section of partition wall. On this basis, it was **AGREED to authorise Knight Electrical to undertake the replacement of the old light units with LED units in accordance with their quotation and at the quoted cost of £1,945 (+ VAT). It was also AGREED to authorise C.K.Harwood to undertake the erection of a partition wall in accordance with their quotation and at the quoted cost of £720 (+ VAT).**

- c) Victoria Hall: to consider the quotation received for redecoration of the Victoria Hall

Agenda item deferred.

36 **CHRISTMAS LIGHTS INSTALLATION**

19/20 To consider the quotation for installation and removal of the Christmas lights in Market Street

The Clerk reminded Councillors that the Christmas lights installation was very bespoke and, as in previous years, it was necessary to use the same contractor to install the lights.

It was **AGREED to approve Knight Electrical to undertake the installation and removal of the Christmas lights in Market Street in accordance with their quotation and at the quoted cost of £5,650 (+ VAT).**

37 **FUTURE BUDGET CONSIDERATIONS**

19/20

- a) Falkland Square public toilets

The Clerk's report was noted. The Clerk asked Councillors whether they considered that the refurbishment of the toilets should include the addition of pay-per-use facilities. In response, Councillors were in agreement that the toilets should continue to be free to use. Councillors were also agreed that the unisex module layout was preferable to the traditional ladies/gents layout.

With these points clarified, the Clerk and Operations Manager were asked to continue pursuing detailed costings from different contractors for the refurbishment of the toilets, including the option of a long term rental agreement encompassing both initial refurbishment and ongoing cleaning and maintenance.

b) Replacement of the grounds maintenance vehicle

The Clerk's report was noted. The Operations Manager added that the current vehicle was performing well, so there was no urgency in replacing it.

It was noted that there was currently no direct electric-powered equivalent to this vehicle, although the Operations Manager was in the process of arranging for the loan of an electric utility vehicle on a trial basis.

38 **YOUTH SERVICE**

19/20

c) To receive notes from the Youth Service Steering Group meeting held in June 2019

Noted.

d) To receive a report from the current youth service provider on potential future youth service provision

The Clerk advised that a report had not yet been provided by the current youth service provider.

Cllr. Pailthorpe emphasised that, as the current youth provision contract was approaching its end, the time was right for the Council to undertake a wider review of youth service provision.

39 **TRADERS SIGN**

19/20 To receive a report from the Chairman on the update of the traders sign located opposite Waitrose

The Chairman reported that the proposal was to update the Traders sign, by updating both the map and the list of traders. The Clerk added that, as the list of traders was separate from the map, this list could easily be updated in future.

40 **SUMMER EVENT**

19/20 To consider options for a summer event 2020

The Deputy Clerk suggested that the summer event for 2020 could expand on the previous summer fete by including items such as a dog show, food stalls, a craft tent and traditional fairground rides.

Councillors were very much in favour of such an event, although it was recognised that the Deputy Clerk's workload could be a concern because of the time required to organise such a large event. Cllr. Hartshorn suggested that this could be circumvented by paying for external assistance to organise the event.

Councillors agreed that the event should be held in July shortly after the schools had closed for the summer.

41 **TO RECEIVE ANY MATTERS OF REPORT**

19/20

Cllr. Pailthorpe reported that the ladies football club had encountered problems with use of the GRC. Cllr. Cottle offered to follow up this issue with the GRC Manager.

42 **DATE OF NEXT MEETING**

19/20

Monday 11 November 2019 after the Planning and Highways Committee meeting.

The meeting closed at 8.00 p.m.

Signed:

Dated: