

 ***‘protecting and improving the quality of life***

 ***for all Bayston Hill residents’***

**Clerk to the Council/RFO: Caroline Higgins**

**Chairman: Cllr Fred Jones**

**27 May 2016**

**Minutes of an Amenities Committee Meeting held at 7.45 pm on Monday 21 March 2016 in the Memorial Hall.**

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| **Present**: | Cllrs Clarke (Chairman), Mrs Whittall, Keel, Parkhurst, Gordon, Gouge, and Jones |
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| **In attendance:** | Caroline Higgins– Clerk. |

A1.16 **APOLOGIES –** Apologies were received and accepted from Cllr Mrs Lewis and Cllr Breeze

A2.16 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** – Cllr Mrs Whittall remarked that her son-in-law hires the football pitches. Cllr Clarke remarked his wife is employed as a key holder for Long Meadow play area and he is a delegate to Bayston Hill Bowling Club. No other declarations beyond those recorded in accordance with the Code of Conduct were made.

A3.16 **PUBLIC SPEAKING/QUESTIONS** **AT COUNCIL MEETINGS –** There were no members of the public at the meeting.

A4.16 **MINUTES –** It was **proposed** by Cllr Parkhurst, **seconded** by Cllr Gordon and **RESOLVED** that the minutes of the Amenities meeting held on Monday 16 November 2015 be accepted as a true record.

A5.16 **MATTERS ARISING –** The following matters arose from the minutes of the Amenities meeting held on Monday 16 November 2015:

**A31.15 Youth and Community Building Water Costs –** Cllr Parkhurst expressed concern that the Parish Council was making itself liable for something it should not have been, however Cllr Clarke considered the Council could do little about the charge. It was confirmed that the Youth & Community Building is separately metered. (No further action)

**A65.15 Sensory Garden –** Cllr Mrs Whittall queried whether the work on the sensory gardens had been completed, Cllr Clarke stated that it was being chased up

A6.16 **LONG MEADOW PLAY PARK –**

1. The Clerk presented a report on the installation of the new play equipment, recommending additional improvements not covered by the original specification.
2. Cllr Keel queried why repainting and wet pour repairs were listed as additional items when these works are listed on the Contractor’s specification. The Clerk explained that the painting and wet pour repairs included on the specification referred to those pieces of existing equipment relocated by the contractor. The additional works relate to old equipment that was not worked on by the contractor. The repairs to the roundabout and replacement of the steps were not included on the original specification at all. Cllr Keel proposed that future specifications be prepared by a member of the Council then passed to the Clerk for implementation. Cllr Clarke reminded the Committee that all had been present when the Contractor gave their presentation and had jointly agreed the selection of the Contractor.
3. Cllr Mrs Whittall suggested that the park remains closed until all painting and other additional works are completed. Cllr Clarke reported that calls were coming in regularly asking when the park would reopen. He suggested instead that the park be reopened as soon as the roundabout repairs are completed.

Cllr Gordon proposed, Cllr Clarke seconded and it was **RESOLVED** that the park be reopened before Easter and that the remaining repairs be undertaken as soon as practicable after the school holiday, in conjunction with the installation of the new steps. Fencing off the soft ground was agreed to be unnecessary but a sign requesting children stay off the new grass should be displayed.

1. It was proposed by the Chairman that this matter be deferred to a later meeting. **RESOLVED**.
2. Training on Play Area Inspections – Cllr Clarke proposed that the Clerk and one Handyman attend training on play area inspections. Cllr Gordon seconded the motion and it was **RESOLVED** that the Clerk and Roger Pugh attend training on 12 May 2016 at a cost of £255 each.

A7.16 **THE COMMON**

1. The Clerk reported she had been unable to obtain any quotations for pruning the trees at the Common. It was proposed by Cllr A Parkhurst; seconded by Cllr Mrs Whittall and **RESOLVED** that the Clerk be authorised to proceed with the tree work based on the best of three quotations.
2. Cllr F Jones reported the thanks of Mr Watts for the prompt attention to the localised flooding and overhanging trees on the Common. Cllr Parkhurst proposed; Cllr Clarke seconded and the Committee **RESOLVED** to monitor the drainage as the cause had not been established.
3. The Committee authorised the Clerk and Chairman to arrange repairs of the Common Noticeboard, up to a budget of £500.00
4. The Committee authorised the Chairman to liaise with the quarry and the Clerk to obtain replacement boulders for the edge of the Common, to discourage parking on the grass.

A8.16 **PARRS POOL –** The Clerk was asked to produce a specification for consideration at the next Amenities Committee meeting.

A9.16 **LYTHWOOD PAVILLION ELECTRICS –** The Clerk was authorised to arrange the repair using the best priced quotation.

 Cllr Keel queried the cost of the job advert, but was assured that this was the cost of using Shropshire Star jobs website.

A10.16 **ONGOING PROJECTS –** The Committee reviewed the list of ongoing projects. Cllr Parkhurst requested a good quality calligraphy pen be purchased to enable Mr Parkhurst to inscribe the Memorial Book held in the Parish Office. Cllr Mrs Whittall will confirm the appropriate wording. The Clerk was authorised to purchase a suitable pen.

A11.16 **CORRESPONDENCE –** A letter from residents requesting trees growing into their garden on Lythwood Road be cut back was considered. It was agreed that the trees were the responsibility of Shropshire Council and that Cllr Clarke would pass the matter on to the relevant officer.

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A12.16 **TO APPROVE AND SIGN ALL PAYMENTS –** The Clerk tabled a list of payments for approval. She remarked that the details of the payment due to HMRC had not been separated out but details were available on request.

Cllr Parkhurst **proposed,** Cllr Clarke **seconded** and it was **RESOLVED** that all the listed payments be approved for payment.

A13.6 **EXCLUSION OF THE PRESS AND PUBLIC -**  It was **proposed** by Cllr Mrs Whittall, **seconded** by Cllr Gordon and **RESOLVED** to exclude the press and public under LGA 1972 ss 100 (2), so as to discuss Confidential matters.

 *The meeting closed at 9:15pm.*