

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

***for all Bayston Hill residents’***

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

**Chairman: Cllr Fred Jones**

**21 July 2016**

**Minutes of an Amenities Committee Meeting held at 7.45 pm on Monday 6 June 2016 in the Memorial Hall.**

|  |  |
| --- | --- |
| **Present**: | Cllrs Clarke, Mrs Whittall, Keel, Parkhurst, Breeze, Gordon, Gouge, Mrs Lewis and Jones |
|  |  |
| **In attendance:** | Caroline Higgins– Clerk. |

A17.16 **ELECTION OF CHAIRMAN & VICE CHAIRMAN** – Cllr Clarke took the Chair in his capacity as outgoing Chairman. He invited nominations for a chairman to serve until the next Annual Council Meeting. Cllr Mrs Whittall proposed and Cllr Parkhurst seconded that Cllr Clarke be re-elected as Chairman. The Committee voted unanimously in favour and Cllr Clarke duly accepted the nomination. The Chairman called for nominations for Vice Chairman. Cllr Gordon proposed and Cllr Parkhurst seconded that Cllr Mrs Whittall be re-elected as Vice Chair. The Committee voted unanimously in favour and Mrs Whittall accepted the nomination.

A18.16 **APOLOGIES –** None, all present

A19.16 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** – Cllr Mrs Whittall confirmed that her son-in-law hires the football pitches. Cllr Clarke confirmed 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.

A20.16 **PUBLIC SPEAKING/QUESTIONS** **AT COUNCIL MEETINGS –** There were no members of the public at the meeting.

A21.16 **MINUTES –** It was **proposed** by Cllr Gordon, **seconded** by Cllr Parkhurst and **RESOLVED** that the minutes of the Amenities meeting held on Monday 21 March 2016 be accepted as a true record.

A22.16 **MATTERS ARISING –** The following matters arose from the minutes of the Amenities meeting held on Monday 21 March 2016:

1. **A25.16 a. Long Meadow Play Area** The Clerk reported she was having difficulty contacting the contractor with requests for completion of snagging and additional works. The Committee resolved that the Clerk write to the contractor by recorded delivery advising them that should there be no response by a given date, the additional work will be awarded to another contractor.

**(A25.16 c.) Sensory Garden –** The Clerk reported that the work to two beds had been completed but that the bamboo on the sound garden required cutting back. This will be programmed in for the handymen when time permits. Cllr Mrs Whittall asked for clarification as to why the Taste and Sound beds had not been included in the contract. Cllr Clarke responded that the Taste bed required a complete overhaul. Discussion took place concerning the Taste and Sound beds. Cllr Keel proposed that a specification be prepared to repair and maintain the sensory beds and quotations from suitable contractors be invited. Cllr Parkhurst seconded the motion and thus it was **resolved.**

1. **(A6.16 d.) Long Meadow Toilets** – The Clerk undertook to have the toilet painted with anti-climb paint as a priority. The roof of the container should also be painted.

Cllr Keel tabled a newspaper article setting out concerns about the closure of public toilets. He also tabled a quotation for the provision of a singular direct access mains WC, which he suggested might be installed in place of the existing toilet block. It was resolved that the details be passed to the Clerk for further investigation and discussion at a later meeting.

*At 7:55pm Mr Hersey arrived at the meeting and took a seat in the public gallery*

1. **(A6.16 e.) Play Area Inspections –** The Committee considered an option to appoint Shropshire Council to carry out fortnightly play area inspections, to include minor running repairs as required. The Committee noted that the Council would receive regular reports and minor issues would be addressed promptly. There was concern that the service might be unavailable in the future due to service cuts. Cllr Parkhurst expressed concern that the council might not be fulfilling its insurance obligations with fortnightly inspections but nevertheless supported the suggestion that Shropshire Council undertake the inspections. He proposed that the Clerk check with the insurance company that the council would continue to be covered by its public liability insurance and continue with weekly inspections until satisfactory alternative arrangements can be put in place. It was proposed by Cllr Clarke that subject to the satisfactory resolution of the insurance question, the Clerk proceeds to make arrangements with Shropshire Council. He was seconded by Cllr Gordon and all voted in favour. Thus it was **resolved.**

A23.16 **PARRS POOL –** The Clerk tabled a proposal from the Shrewsbury Anglers Club to regenerate Parrs Pool and manage it as a fishery. She explained that the club was offering to provide volunteer labour to regenerate the pool and maintain it on an ongoing basis thereafter. The club had also offered to contact the Environment Agency to seek their expert advice on regeneration. There was a wide ranging discussion on the proposals and the anti-social behaviour and parking problems arising from use by a previous fishing club. They had offered similar assurances but had failed to honour them leading to inconvenience to residents. Concerns were expressed about the risks of using volunteers to work in or over water.

Cllr Clarke proposed that should the fishery proposal not be proceeded with that the Council nevertheless seeks the advice of the Environment Agency.

Cllr Gouge offered to assist with the regeneration project.

The Clerk tabled a proposed specification for the regeneration of Parrs Pool. Cllr Parkhurst proposed the Clerk be applauded for the specification and proposed that the Clerk, Cllr Clarke and Cllr Gouge discuss the regeneration with the Environment Agency but that the Committee does not recommend proceeding with the fishery proposal. Cllr Mrs Whittall seconded his proposal and the motion was put to a vote. The Committee voted 5 in favour and 1 against (Cllr Jones, who stated he supported the partnership with the Angling Club). There was 1 abstention. The vote was therefore carried by a majority of 5 – 1. The Clerk was asked to report progress to the next Amenities Committee meeting and maintain the project as a regular agenda item until completion.

A24.16 **PARISH AMENITY CHARGES –** *Cllr Mrs Whittall declared her son-in-law’s pecuniary interest and offered to leave the room during the discussion. She was invited to remain during a consideration of the structure of charges and to leave when the revised rates were discussed.*

The Clerk tabled a list of proposed hire rates for parish amenities.

Cllr Parkhurst proposed that evening and weekend subscriptions be introduced for tennis, at a higher cost than daytime subscriptions to reflect the increased demand at these times.

Cllr Parkhurst proposed the Committee approve the proposed charges, including appropriate reductions for hire by children. Cllr Gordon seconded his proposal.

Cllr Keel commented that the proposed rate for the Youth and Community Building was quite high compared to the hire cost for the Memorial Hall main hall, which is £20. Cllr Clarke proposed that Cllr Parkhurst’s proposal be amended to alter the rate for hiring the Youth and Community to £16.00. Cllr Parkhurst seconded the amendment.

Cllr Clarke reminded the committee that the Lythwood Pavilion function room was usually reserved for sports club meetings and proposed it should not be advertised for general hire. This was agreed.

*Cllr Whittall left the room having previously declared her interest.*

Cllr Parkhurst proposed that a new quarterly subscription be introduced for use of the tennis court at a rate of £17.00 per quarter for use in the daytime on week days. He further proposed that the rate be increased by 50% for evening subscriptions and by 100% for weekend subscriptions.

Cllr Mrs Lewis proposed an amendment that all football clubs be asked to pay for hire in advance.

Cllr Clarke proposed a further amendment that a returnable deposit be collected for keys. He suggested £10 for a single hire and £30 for a 13 week hire period. Cllr Lewis proposed a further amendment; that children pay only £10 for a quarterly key deposit.

Cllr Parkhurst proposed each of the amendments be added to his original proposal. The proposal and amendments were subsequently seconded by Cllr Breeze and the motion was carried by 6 votes in favour. There were 2 abstentions. The Clerk was asked to prepare a suitably revised Terms of Hire document.

*Cllr Mrs Whittall returned to the room.*

A25.16 **WEED SPRAYING –** The Clerk tabled a report requesting suitably trained staff be equipped and authorised to undertake top up weed spraying as required. Cllr Keel observed that the Parish Council’s health and safety policy prohibits staff from weed killing. He expressed his concern that the Council might expose its members to litigation if it failed to act in accordance with health and safety regulations. He was also concerned that the handymen would not have time to add this to their schedules. He suggested an advisory group be set up to report to the Amenities Committee. Cllr Clarke suggested that Full Council would need to approve amendments to the Health and Safety Policy.

Cllr Parkhurst proposed that the item be deferred until the Clerk and Committee Chair have had an opportunity to review the policy. Cllrs Breeze and Lewis proposed and seconded that Cllr Keel be involved in the review. This was agreed unanimously.

A26.16 **ONGOING PROJECTS –** The Committee reviewed the list of ongoing projects. Cllr Breeze proposed and Cllr Parkhurst seconded that the Clerk’s report be noted. Cllr Gordon observed that the original list had comprised 10 items but it was now considerably longer. The Clerk pointed out that a number of items were now on the completed section of the list.

A27.16 **CORRESPONDENCE –** None.

.

A28.16 **TO APPROVE AND SIGN ALL PAYMENTS –** The Clerk tabled a list of payments for approval. Cllr Jones **proposed,** Cllr Gordon **seconded** and it was **RESOLVED** that all the listed payments be approved for payment.

A29.6 **EXCLUSION OF THE PRESS AND PUBLIC -**  It was **proposed** by Cllr Mrs Whittall, **seconded** by Cllr Parkhurst and **RESOLVED** to exclude the press and public under LGA 1972 ss 100 (2), so as to discuss Confidential matters.

*The meeting closed at 9:20pm following discussion of confidential matters.*

A30.16 **CONFIDENTIAL MINUTES –** It was proposed by Cllr Parkhurst, seconded by Cllr Jones and resolved that the confidential minutes of the Amenities Committee be accepted as a true record.

A31.16 **MATTERS ARISING FROM THE CONFIDENTIAL MINUTES –** There were no confidential matters arising

*The meeting closed at 9:20pm.*