

Clerk to the Council/RFO: Caroline Higgins

Chairman: Cllr Fred Jones

17 July 2017

Minutes of an Amenities Committee Meeting held at 7.30 pm on Monday 12 June 2017 in the Memorial Hall.

Present: Cllrs Clarke, Mrs Whittall; Keel, Breeze, Parkhurst and Mrs Lewis

In

attendance: Caroline Higgins– Clerk; Mr C Teckoe and Mr Ken Mackall, Bayston Hill Juniors Football Club

A37.17 ELECTION OF CHAIR AND VICE CHAIR – It was proposed by Cllr Whittall; seconded by Cllr Parkhurst and resolved unanimously to elect Cllr Clarke as Chairman to serve until the next Annual Council Meeting. It was then proposed by Cllr Clarke; seconded by Cllr Keel and resolved unanimously to elect Cllr Mrs Whittall as Vice Chair.

A38.17 APOLOGIES – None – all present

A39.17 DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST –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. Cllr Mrs Whittall stated her son-in-law hires the football pitches. No other declarations beyond those recorded in accordance with the Code of Conduct were made.

A40.17 PUBLIC SPEAKING AT COUNCIL MEETINGS – None

A41.17 MINUTES –The minutes of the meeting held on 27 March 2017 were approved unanimously as a true record.

A42.17 MATTERS ARISING –

The Clerk confirmed that the lifebuoy at Parrs Pool was checked weekly.

The Committee discussed the gate to the toddler area at Longmeadow and resolved to order a new self-closing mechanism.

Cllr Breeze proposed that item A44.17 be brought up the agenda to accommodate the visitors wishing to make a request. This was seconded by the Chairman who suspended standing orders and invited representatives of Bayston Hill Junior FC to present their proposals:

A44.17 REQUEST BY BAYSTON HILL JUNIORS FOOTBALL CLUB TO PROVIDE A MOBILE CATERING UNIT TO SERVE REFRESHMENTS AT STANLEY PARKER PLAYING FIELDS – Mr Teckoe and Mr Mackall requested

Signed: Date:

permission to store a wheeled catering unit within the pavilion area which could be towed onto the pitch during club matches and used to sell refreshments. The football club would fully fund the catering unit and staff it with volunteers with appropriate hygiene licences. They proposed to power the unit with a generator and tow it across the field on match days with a 4 x 4 vehicle. On wet days the unit would remain on the hardstanding within the pavilion area to avoid damaging the grass. All litter arising from the unit would be collected by the football club and removed from the site. The football club would retain all proceeds from the sale of refreshments.

After some discussion it was **proposed** by Cllr Parkhurst that the club be given permission to install the unit for 1 year on the proviso that all litter is collected and that any damage suffered by the pitches as a result of the unit being towed or used would be restored at the cost of the football club.

Cllr Keel **counter proposed** that the decision be deferred until item A46.17 CHANGING FACILITIES – LYTHWOOD PAVILION had been discussed as the outcome might have an impact on the decision.

It was observed by Cllr Parkhurst that the review of the changing facilities was a long term project which the football club is aware of and is nevertheless choosing to proceed with its plans.

Cllr Clarke observed that the details of any agreement would require clarification at a later date and that the conditions embodied in Cllr Parkhurst's proposal might not be the limit of conditions. He then **proposed** – that **'the Committee agrees the principal of Bayston Hill Junior Football Club providing a catering facility for each match, subject to a formal written agreement with the Parish Council'**.

Cllr Mrs Whittall proposed an **amendment** to Cllr Clarke's proposal – **'that the football club provide insurance to indemnify the Council against any claim arising from the use of the catering facility'**. The amended proposal was seconded by Cllr Breeze and resolved by 5 votes to 1 against (Cllr Keel)

Cllr Breeze proposed that item A50.17 Football Pitch Maintenance be brought up the agenda to accommodate the visitors. This was seconded by the Chairman and standing orders again suspended to invite the representatives of the football club to comment on the condition of the pitches.

A50.17 FOOTBALL PITCH MAINTENANCE –

Goal Post Testing – The Clerk summarised her concerns that she had been unable to identify a suitably qualified testing service for football goals. *Mr Teckoe observed that it is the responsibility of the referee to check the safety of goals before permitting play to commence. The Committee resolved to write to the Football Association to seek guidance on testing. Mr Teckoe offered to raise the issue at the next meeting of the local Football Association. (Action; Clerk and Mr Teckoe)*

Pitch Maintenance – The Clerk sought the Committee's advice on closed season renovations of the football pitches. Cllr Parkhurst observed that the

Signed: Date:

Council had approved a rolling maintenance schedule in 2009/10 based on restoring one pitch per annum including the relocation of goals to reduce the wear on goal mouths. The Clerk confirmed that this had not been implemented for a number of years and recommended the programme be reinstated.

Mr Teckoe observed that he did not consider it necessary to undertake sand slitting this year as the pitches are in good condition. He recommended seeking the advice of Shrewsbury TC grounds maintenance staff.

Cllr Mrs Whittall suggested that the goal mouths be turfed instead of seeded but the Clerk stated that seeding had already been carried out. It was agreed to monitor the progress of the seed and if it fails to germinate soon to consider turfing the goal mouths.

Mr Teckoe confirmed that the junior football season would run from 10 September 2017 to 6 May 2018. Cllr Keel proposed a vote of thanks for the contribution of the visitors and wished the club every success in the next season.

A43.17 CLERK'S REPORT –

Damaged fencing – Tennis Court – It was **resolved** to seek a repair price from a local contractor; A Telford fencing contractor was also identified as an alternative.

Abandoned car – It was resolved to fix a notice on the car requesting it be removed. It was further resolved to fix a similar notice on the white van.

Damaged post box wall – It was resolved to repoint the wall using direct labour

Floral displays – Cllr Lewis offered to work with local traders to improve the appearance of local 'grot spots' on the Parade and outside Lyth Hill Stores; Cllr Keel proposed that the watering regime be reviewed to improve efficiency. He agreed to work with the Clerk to seek a hose pipe connection or suitable pumped bowser.

Tree on Common – The Committee resolved that felling the healthy tree would be contra to the tree policy being adopted by the Council and resolved to inform the resident of the decision not to undertake any action at this time. The Clerk recommended that the tree be monitored.

Rounders Pitch – The Committee approved the marking out of a rounders pitch at Stanley Parker Playing Fields during the summer months and to provide the pitch for free in the first year. Future requests would be charged at actual cost.

A45.17 ONLINE BOOKING OF PARISH AMENITIES – The Committee debated the precise nature of the request made at the Annual Parish Meeting. Cllr Lewis proposed an online survey be undertaken to establish the demand for an online booking facility within the community. Cllr Clarke proposed an online diary showing availability of facilities be provided. The Clerk was offered suggestions of online diary facilities that might be added to the parish council website. Cllr Lewis registered her concern that maintenance of an online diary would add to the Clerk's heavy workload.

Signed: Date:

A46.17 CHANGING FACILITIES – LYTHWOOD PAVILION – After some debate the Committee **resolved** to authorise the completion of the pavilion survey and prepare drawings suitable to submit to contractors for prices. An additional budget of £500 was authorised to complete the tender drawings if required.

A47.17 PARRS POOL REGENERATION – The Clerk tabled a draft specification for the ongoing maintenance of the pool and surrounding woodland. She thanked Cllr Keel for his assistance in preparing the document. The Committee resolved unanimously to approve the specification and to submit it for tender to suitably qualified local contractors.

At 9:30pm Cllr Mrs Whittall proposed that standing orders be suspended to permit a 10 minute extension in order to deal with the remaining business on the agenda. Resolved unanimously

A48.17 LYTH HILL COUNTRY PARK – A joint meeting had been held with Shropshire Council and Longden Parish Council earlier in the day. The Clerk reported that Shropshire Council will prepare a 5 year management plan for the approval of both parish councils. This will be used to generate an annual work programme each September with input from the Lyth Hill Advisory Group. Until the plan is approved Shropshire Council will use the parish contribution to increase its expenditure on the site. Shropshire Council will identify the staff hours spent at the site and present a report in October for budgeting purposes. The Service Level Agreement will be amended to include an annual financial review. Shropshire Council will seek additional funding from other bodies and will refund any surplus to the parishes or set aside any surplus for the following year, enabling the Parishes to reduce their contribution if appropriate. The group discussed Shropshire Council's membership scheme for parking at other sites and considered a reduced cost membership for parish residents. Shropshire Council confirmed that the contribution of the parishes ensured that charges would not be imposed for parking at Lyth Hill.

A49.17 TREE POLICY – The Committee resolved unanimously to adopt the draft tree policy with appropriate replacements of all references to Shrewsbury Town Council to Bayston Hill Parish Council and all references to the town to be replaced with the village.

A51.17 ROUNDERS PITCH - *Covered under Clerk's report*

A52.17 REVIEW OF THE TERMS OF HIRE FOR ALL FACILITIES – *It was resolved to defer this discussion to a later meeting.*

A53.17 ONGOING PROJECTS – The Committee resolved to note the updated report

A54.17 CORRESPONDENCE – The Committee noted a request from Oakmeadow School to provide a number of litter pickers to use around the village. Cllr Clarke stated he had seen the request and asked Shropshire Council to supply some litter pickers. It was resolved unanimously to authorise a budget of £50 to purchase litter pickers in the event that Shropshire Council were unable to provide the tools and to loan them to the school.

Signed: Date:

The Committee noted a request that an application for a tree preservation order be submitted to cover the mature oak trees at Broad Oak Crescent. Cllr Clarke offered to take the matter up with the tree officer at Shropshire Council (**Action; T Clarke**)

A55.17 PAYMENTS – It was proposed by Cllr Whittall and seconded by Cllr Parkhurst that the payments list presented by the clerk be approved with the deletion of the final sentence on Note 3. This was **resolved unanimously**.

A56.17 EXCLUSION OF THE PRESS AND PUBLIC – It was resolved unanimously to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 so as to discuss the following confidential matters;

A57.17 CONFIDENTIAL MINUTES – There were no confidential minutes

A58.17 CONFIDENTIAL QUOTATIONS –

Street light maintenance – It was resolved unanimously to award a three year street light maintenance contract to Highline Electrical following a competitive tendering process.

Tracked chipper - Parris Pool – The Clerk reported only a single quotation had been obtained to date. *Cllr Mrs Whittall declared her personal interest as being acquainted with the contractor providing the quote. She left the room.* It was resolved to seek further quotations and appoint a suitable contractor based on best value in consultation with the Chair of Amenities.

There being no further business the meeting closed at 9:40pm

Signed: Date: