

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

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

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

**Chairman: Cllr Kieth Keel**

**Minutes of an Amenities Committee Meeting held at 7.00 pm on Monday 2 October 2017 in the Memorial Hall.**

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| **Present**: | Cllrs Clarke, (Chair); Mrs Whittall, (Vice Chair); Keel, Breeze, Hudson; Jones; Mrs Howells and Mrs Robinson. Cllr Engler; Cllr Mrs Lewis  |
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| **In attendance:** | Caroline Higgins– Clerk; 17 Members of the public |

**A78.17 APOLOGIES –** CllrParkhurst, work commitments; Cllr Ryan, work commitments

**A79.17** **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** –Cllr Clarke declared that his wife is employed as a key holder for Long Meadow play area and he is the Council Representative to Bayston Hill Bowling Club. Cllr Mrs Whittall stated her son-in-law hires the Council football pitches. Cllr Engler declared that he lives on The Common. No other declarations beyond those recorded in accordance with the Code of Conduct were made.

**A80.17** **PUBLIC SPEAKING** **AT COUNCIL MEETINGS –** The Chairman welcomed the members of the public and it was established that all wished to speak in support of the request for the reinstatement of tree swings on The Common, (agenda item A85.17). The group were invited to nominate a speaker to represent their views and a young resident of the Compasses Inn who had previously written to the Council read out her letter. Another child asked for them to be put back up because they were fun. They were then supported by an adult resident who pointed out the benefits the swings had brought in terms of social interaction. It was pointed out that the children living on The Common had no easily accessible play equipment on their side of the busy A49.

*The public session closed and the Committee* ***resolved unanimously*** *to bring item A85.17 to the top of the agenda for the convenience of the visitors.*

**A85.17** **SWINGS ON THE COMMON –** The Clerk reminded the Committee of the reasons the swings had been taken down. The swings had been erected unofficially by a local resident earlier in the summer. The Clerk had subsequently noticed that the ropes were worn and had asked that they be taken down for safety and insurance reasons.

The Committee acknowledged the popular support for the swings but noted that the use of unofficial equipment carried a risk of injury which could lead to a claim against the Council. The Committee **resolved unanimously** to undertake a risk assessment and consult with its insurance company to determine whether it would be covered under its public liability insurance should a claim arise from the use of unofficial swings. It was further **resolved unanimously** that should the insurers be content to provide cover then the swings would be reinstated and suitably monitored. The Clerk undertook to inform the residents of the outcome.

*At 7:50pm the members of the public left the meeting room.*

**A81.17 CO-OPTION OF NEW COMMITTEE MEMBER** – Cllr Engler signed his Declaration of Acceptance of Office before the Clerk and was welcomed onto the Amenities Committee.

**A82.17 MINUTES –** It was **resolved unanimously** that the minutes of the meeting held on 24 July 2017 be approved as a true record.

**A83.17** **MATTERS ARISING –** The Committee reviewed the Actions List provided.

A12.17 Toddler gate adjustment – It was agreed to prioritise this action and a budget of £500 was agreed to purchase replacement fittings if required.

A55.16 c It was noted that parking on the grass of The Common was becoming more prevalent and Cllr Clarke was urged to progress the replacement boulders from the quarry. Alternative solutions (the use of logs) were also discussed.

 FC161.16.1 Sale of redundant mowers – to be put on an online auction site before they go rusty

**A84.17 CLERK’S REPORT** – The Committee noted the Clerk’s report, which had been circulated with the agenda;

1. **Football Pitch Maintenance –** It was **resolved unanimously** to instruct Shrewsbury Town Council to undertake 2 days earth quaking on the most heavily compacted pitches in October. It was noted that alternative contractors are available for this type of work but that the short time scale and favourable rates justified commissioning the work based on a single quotation on this occasion whilst a comprehensive pitch maintenance programme is prepared for the next financial year.

It was further **resolved unanimously** to develop an annual pitch maintenance schedule for all of the sports facilities. It was noted that the date of the meeting to discuss annual maintenance was 1 November (not 1 October as shown in the report). It was further noted that the boot brush would be installed near the footpath to Lythwood Road not Brookfield as reported.

1. The Clerk reported that a resident had offered to donate a horse chestnut sapling to be planted by the Parish Council. It was **resolved unanimously** to accept the donation and to plant the tree on The Common
2. The Clerk reported fly tipping in right of way behind Cornwall Drive. It was **resolved unanimously** that the Clerk and Chair of Amenities inspect the footpath and consider any appropriate action.
3. **Annual Play Area Inspections** – It was **resolved unanimously** to replace the worn cradle swings and bushes on the toddler swings at Longmeadow Play area

**A86.**17 **CHANGING FACILITIES – LYTHWOOD PAVILION –** The Committee **resolved unanimously** to progress the grant application and to include a 10% contingency in the budget. Cllr Lewis offered to work with the Clerk to ensure the application meets the next session deadline.

**A87.17 UTILITIES REVIEW –** The Committee noted that Shropshire Council was willing to permit the Parish Council to lease the joint energy scheme in order to test the market for unmetered supplies and re-join the scheme if it decided that the scheme continued to represent best value. It was further noted that the exercise may take some time.

 The Committee noted that a small saving was available by switching water suppliers but **resolved unanimously** that it was insufficient to justify the change.

 The Committee **granted delegated power** to the Clerk to determine the best value for metered electricity supplies and authorised her to make any changes to the suppliers in consultation with the Chair of Amenities.

**A88.17 SPORTS AND RECREATION REVIEW –** The Committee **resolved unanimously** to authorise the Clerk to devise a short questionnaire, in consultation with Cllr Lewis in her capacity as representative to the Community Led Plan Steering Group.

 The Clerk reported that a small organisation had offered sports taster sessions and it was **resolved unanimously** to permit the organisation to use the Youth and Community Building free of charge for two sessions to gauge interest and to promote the survey.

 The Clerk was requested to follow up on reports of unauthorised use of the football pitches.

**A89.17 TRANSFER OF COMMUNITY WOODLAND –** The Committee noted that Shropshire Council has mapped the area of interest is undertaking due diligence.

**A90.17 EASEMENT REQUEST FOR PRIVATE WATER SUPPLY PIPE –** The Committee **resolved** that the applicant be invited to peg out the proposed route and confirm the depth of cover to the top of the pipe. It was **further resolved** that the Committee be informed when the route has been pegged out to enable members to inspect the route before approving or refusing permission.

**A91.17 PAYMENTS –** The Committee **resolved unanimously** to approve the list of payments presented by the Clerk.

**A92.17 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;

**A93**.**17 CONFIDENTIAL QUOTATIONS** –

1. **Lythwood Pavilion Changing Rooms** – The Committee noted the three compliant quotations submitted in response to the invitation to tender sent to 8 local contractors. Quotations were submitted by:
	1. **A D Farr**
	2. **Slee Building and Joinery Contractors Ltd**
	3. **Florian Garden Services and Property Maintenance**

Two of the quotations identified additional works and costs that might be required for the satisfactory completion of the works.

It was agreed to submit the details of the two best value quotations with the grant application.

1. **Earth**-**quaking** – The single quotation for earth quaking on a day rate for machine, delivery and operator was approved.
2. **Water and Electricity Quotations** – The Committee noted that the rates for utility supplies are issued daily based on wholesale prices and may therefore vary slightly from the quotes provided upon the day that a contract is agreed. The variations are unlikely to be significant or alter the overall value of the product selected.

 *There being no further business the meeting closed at 9:00pm*