

CARLTON COLVILLE TOWN COUNCIL

MINUTES OF MEETING

Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on 21 January 2014 at the Carlton Colville Community Centre, Hall Road. The Meeting started at 7.30 pm. Minutes draft until signed.

1 Meeting

a) To note Members present and to receive and note any apologies for absence

Present were - Chairman Cllr Tony Tibbitt, Cllr Jack Green, and Cllr David Kindred. Cllr Jill Tyler was substitute for Cllr Julie Hall. Apologies were received from Cllr Julie Hall.

b) To receive any declarations of interest regarding the agenda

This was received from Cllr Jack Green on item 3d

c) To consider applications for dispensation

Cllr Jack Green would give information but not vote on any matter connected

2 To approve and sign the minutes of the Amenities Committee Meeting held on 19 November 2013.

All agreed who had been in attendance and Minutes were signed subject to amendment of typographical errors.

3 To receive updates on actions from the previous meeting (information only)

a) Grit bins instructions and hi-vis vests distributed in line with advice below -

Conflicting information has been received and advice from Town Council Insurers sought and reply received which implies provisional vis- vests for volunteers will be adequate. Lowestoft Highways advised that the Town Council only needs to provide hi vis vests.

In response it was agreed by all to purchase extra hi-vis vests as these were currently available at £1 each at local supermarkets. Proposed and seconded by Cllrs Green and Kindred and all agreed..

b) Rubbish at Bus shelter at Ashburnham Way – A further complaint had been received and forwarded to District Cllr Frank Mortimer of the appropriate ward and his reply forwarded to resident.

In response Cllr Green reported that he had not seen a problem on the occasions that he had been at the bus shelter.

c) The larger bin near the Applewood development had been ordered and a request made for the existing bin to be moved to Grove Road.

d) Bin for play area at Hall Rd was ordered but put on hold pending enquiries for possible insurance claim for bin by Community Centre.

In response it was agreed by all to go ahead with purchasing the new bin as previously agreed as enquiries had demonstrated that there was a considerable insurance excess due to the nature of the damage to the previous bin.

e) Harropdale, Rubbish bin request was forwarded to WDC for its replacement of the bin there. Await reply.

In response Cllr Jill Tyler advised that she had requested that WDC Open Space and Play Area Officers attend the next Full Town Council Meeting in February 2014 to enable them to respond to requests made for improvements at the Open Space area at Lowestoft Road.

f) Risk Assessment on street furniture. Remedial work on town sign and benches has been arranged in line with quote received.

In response Cllr Jill Tyler advised that the Journal had offered to print an article about the sign and its history and that it was to be removed for refurbishment.

g) Spray for dog litter has been ordered.

12 cans had been delivered. Cllrs Jill Tyler, Tony Tibbitt and Jack Green each received a can to use. Cllr Jill Tyler asked that the WDC environmental officer be informed. It was agreed to take photographs of use of paint.

4 To allow Meeting to be adjourned for public participation

There were no members of the public in attendance.

5 To receive details of correspondence received since 19 November 2013 about amenities matters not dealt with under other items and to note any action taken already

Request for involvement with a litter pick at Carlton Colville Community Centre from East Coast Green print Forum.

This was discussed and Members agreed to await further information and to put any posters they received on website and in newsletters.

A dog bin near Clarke's Lane had been requested and this request forwarded to Cllrs Ardley and Mortimer. Cllr Ardley replied to resident.

A photo opportunity about the Youth Council had been arranged with the Lowestoft Journal for 10.00 am on 25 January 2014.

6 Signing of employee's remuneration under delegated authority

This was approved.

2 Cheques connected with allotments water supply were also agreed as necessary for allotments and signed.

These were: £115.54 for water regulations inspection and legionella risk assessment at £115.84 and also a connection charge 1 x 25mm metered service connection at £865.64

7 To receive request for bus shelter at Beccles Road opposite Marsh Lane

Members responded that, based on the response from a consultation of local residents, the decision had been made not to install a shelter at that site.

8 To agree date for planting of spring bulbs

Members agreed a date on 2 February 2014 at 10.00am at the Carlton Colville Sign on Beccles Road. Cllrs Jack Green, David Kindred and Tony Tibbitt agreed to plant the bulbs.

9 Update on Allotments project

Water tanks and wooden pallets had been obtained through Cllr Jack Green. Cllr Peter Tyler had organised locks. The Planning Application had been submitted and the Clerk was asked to request WDC officers to deal with the application in a speedy manner as had been referred to in previous correspondence. Cheques were signed for water connections.

10 Update on grit bins

Some advice had been received from Salc about SCC instructions. It was agreed to highlight to Salc that guidelines had changed after the bins had been installed and were not in keeping with what had been expected based on previous year's instructions and that the instructions had been altered without prior notice. It was agreed not to order more grit bins for the present due to the apparent additional responsibility placed on Town and Parish Councils.

11 Visioning Day Plan: To receive updates on action including provision of bins and post office

There were ongoing actions

12 To receive Newsletter update

Newsletters have been printed

Members agreed to distribution through the Advertiser. The clerk would provide maps and information for areas outside the Advertiser's Carlton Colville distribution area and it was agreed that Members would distribute at these remaining areas.

13 To receive Website update

Cllr Kindred continued to update the website.

14 Matters in abeyance and items for next month's meeting of January 2014

Items from above as appropriate.

15 Close Meeting

There being no further business the meeting closed at 9.25 pm.

Chairmandate.....