

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF MEETING

**Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on 19 August 2015** at the Methodist Church Hall, Shaw Avenue, Carlton Colville, Lowestoft. The Meeting started at 8.00 pm. Minutes draft until signed.

Members of the Committee are Town Councillors Derek Fletcher, Bill Mountford, Peter Tyler, Paul Radforth and Jill Tyler (Chairman)

**1 To note Members present and to receive apologies for absence.**

Present were Cllrs Jill Tyler, (Chairman), Peter Tyler, Paul Radforth, Derek Fletcher,  
No apologies were received.

**2 To receive any declarations of interest regarding the agenda**

None received

**3 To consider applications for dispensation**

None received

**4 To approve and sign the minutes of the Amenities Committee Meeting held on 15 July 2015**

With the amendment at item 17 that David Kindred is not now a councillor, Cllrs Paul Radforth and Derek Fletcher proposed and seconded approval of the Minutes as a true record and all agreed. The Minutes were signed.

**5 Public participation**

*A period of up to 15 Minutes is allowed for public questions. During this time, residents can put questions to the Chairman regarding local concerns. Where possible, the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion.* There were no members of the public in attendance

**6 To receive updates on actions from the previous meeting**

Prices for recommended anti-graffiti paint have been obtained. Details have been circulated. It was noted that this might not be suitable for use by volunteers

While checking for a site for a bin at Capstan Way it was noted that footpath 8a had still not been cut. This was reported to SCC.

Bins agreed to be purchased will be ordered en bloc..

List of all bins has been circulated including those provided by WDC.

Overgrown hedge at Crowhurst Close has been reported to SCC and will be attended to when nesting season over.

Overgrown hedge at Chapel Road near to the water works has been cut

Town Council Surgery was held on 1 August 2015 at Fama Road

WDC Play partnership meeting was attended by Cllr Jill Tyler and the Clerk.

It was agreed by all to have, as an agenda item at the next Amenities Meeting, a proposal to agree a way forward for the teen shelter.

**7 To receive details of correspondence received since 15 July 2015 about amenities matters not dealt with under other items and to note any action taken already.**

Carlton Marshes Wildlife Centre request for assistance with funds for providing a dog bin.

It was agreed in principle to agree to this request and to obtain confirmation of the amount of funds required and for it to be an agenda item at the next Amenities Meeting.

Correspondence about picket fencing at Harrapdale.

It was agreed to continue with requests to WDC to resolve the matter of the removal of picket fence barriers at the open area and to make suggestions to WDC that WDC provides other barriers if residents do not replace their picket fencing and to stress to WDC the safety aspect of cars reversing on to the grass area.

**8 To sign the clerk's remuneration cheque under delegated authority**

This was signed.

**9 To agree having a policy to ensure that paths on walking routes to schools are kept free of encroaching branches particularly as paths tend to be narrow, to ensure safety in walking to school.**

This was agreed by all and the Clerk would look into creating the policy which would also include ensuring that paths were kept free of slippery leaves.

Cllr Radforth pointed out that the telegraph pole at Secrets Corner was being removed to create more pavement space but that the oak trees at Secrets Corner took up a lot of space on the pavement and if removed might make the pavement safer for pedestrians. It was agreed to add the proposal to remove the oak trees to the agenda at the next Full Town Council Meeting. It was noted that there is a TPO on the oak tree.

**10 To continue the projects/priorities determined for this committee using the visioning day data, the open space report from January 2015 and the Youth Council's survey.**

From the above:

To agree the provision of additional bins at the following locations: Staplehurst play area; Wannock Close play area. These were agreed by all. It was noted that SCC Cllr Sonia Barker had agreed to provide locality funding for additional bins at Wannock Close and Staplehurst play areas if requested.

To consider holding a competition to name the open space at Aveling Way

It was agreed by all to ask the two primary schools if they would hold a competition to name the area, the prize being the winner's name on the area's sign and a winner's certificate.

**11 To receive details of a meeting with Sentinell which will help this committee to develop its plans for the review of the play equipment and the maintenance of play equipment and open spaces in Carlton Colville.**

It was noted that the report was in the process of being written and it would include suggestions for improvements. Suggestions about the teen shelter included removal of the panels with the graffiti.

**12 To receive service agreements for Carlton Colville Community Centre dog walk, and for Famona Road amenities corner**

These were agreed by all being proposed and seconded by Cllrs Jill Tyler and Derek Fletcher.

Details of expected costs for future years would be obtained for future budgeting.

**13 To receive update on allotments**

Complaints had been received about one of the allotment holders. It was agreed to contact them about their breach of conditions.

**14 To receive Newsletter and Website update**

These were received.

**15 Matters in abeyance and items for next month's meeting**

Open Space and Play areas: Continue to review, prioritise and determine next steps in delivering items highlighted in January 2015 Open Space report. Updates on youth hub pending information from NPS. Updates on consideration of ownership of Carlton Park pending information from WDC

Teen shelter proposals ,

**16 To close Meeting**

**There being no further business the meeting closed at 9.00 pm**

**Chairman .....Date.....**