

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF MEETING

**Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on 21 January 2015** at the Methodist Church Hall, Shaw Avenue, Carlton Colville, Lowestoft. The Meeting started at 8.00 pm. Minutes draft until signed.

1 Meeting

**a) To note Members present and to receive and note apologies for absence and to agree acceptance of apologies.**

Present were - Chairman Cllr Tony Tibbitt, Cllr Jill Tyler, and Cllr David Kindred. Cllrs Peter Tyler and Paul Radforth were in attendance.

**b) To receive any declarations of interest regarding the agenda**

None received

**c) To consider applications for dispensation**

None received

**2 To approve and sign the minutes of the Amenities Committee Meeting held on 19 November 2014**

Cllrs Jill Tyler and David Kindred proposed and seconded and all who had been in attendance agreed that the Minutes were correct. The Minutes were signed.

It was noted that the Amenities Committee Member Jack Green had resigned from the Town Council. Cllrs Peter Tyler and Paul Radforth expressed a willingness to join the Amenities Committee. Cllrs Jill Tyler and David Kindred proposed accepting this offer if ratified by Full Council. This was agreed by all, and the membership would be proposed at the Full Town Council Meeting.

**3 To allow Meeting to be adjourned for public participation**

***During the committee meeting the council will adjourn for a period of up to 15 Minutes to allow 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.

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

**Relocation of bench from Deepdale to behind Elmdale:** A quote was received from W Norse.

Members noted that the bench at the unused Deepdale play area was in good condition and that its relocation would be cheaper than buying a new bench. The WDC Open Space officer had advised that providing a bench at the rear of Elmdale as had been previously proposed by the Committee might lead to an anti – social gathering point. Members suggested that a proposal should be made to relocate the bench instead to Castleton Avenue near to the Pegasus Crossing where requests for a bench had been received in the past.

**Relocation of bin at St Peter Road to Aveling Way open space.** The wrong bin has been moved; the correct bin will be moved.

**Town Council Room:** The following has been forwarded to the architects: payment for planning permission; confirmation of extent of area of Community Centre; legal advice about the planning permission application; consent of Community Centre Trustees

**Closed footpaths signage:** SCC has advised that permissive footpaths have been closed.

**Town Council surgeries** have been held in December 2014.

Cllr Jill Tyler advised Committee Members that at the surgery the local Scouts had expressed an interest in using part of the old school building. A member of the public had asked where the street names Famona, Beaumont and Leona had come from. £2 had been received for millennium books sold. It was noted that a light fold up table would be needed for surgeries.

**Open spaces have been listed for Town Councillors to note matters arising there.**

**Matters relating to vandalism and graffiti at the Lowestoft Road have been forwarded to Waveney Norse.**

Cllr David Kindred advised that the area at Deepdale/ Ashtree Gardens was in need of some sort of development.

Rubber bungs needed on a noisy gate at Matlock Dale was being dealt with by Cllr Paul Light.

At Lowestoft Road Open Space area the graffiti at the teen shelter had been painted over but still showed through at the sides of the skate board ramps. Cllrs Jill Tyler and Peter Tyler and the clerk had attended the Waveney Play Partnership Meeting on 19 January 2015 where Open Spaces were discussed. With regard to Lowestoft Road, The Youth had suggested having a graffiti wall on the sides of the skate ramps and Play Partnership officers had advised that this would need to be painted out every so often. . The Play Partnership had suggested a local Skate park Committee be formed among skate park users and Play Partnership officers advised that WDC would not be replacing the litter bin again as the bin kept being destroyed.

Members suggested the following: the outreach workers, if employed, help form a Skate park committee; costs be obtained for the ramp walls to be annually painted; cost of painting the ramps with anti-graffiti paint be obtained; the local police be asked for an update of any action on antisocial behaviour at the site.

Cllr Jill Tyler suggested that all of the Open Spaces in Carlton Colville needed to be looked at as a whole to enable the optimum use to be obtained from them when looking at ways to improve facilities.

**5 To receive details of correspondence received since 19 November 2015 about amenities matters not dealt with under other items and to note any action taken already**

**Notification of closure of permissive footpath**

SCC had advised that the footpath might have been closed as funds were no longer available from the Defra stewardship scheme to keep permissive paths open. The stewardship schemes were being run down. Residents had written to the town Council to ask for help in persuading the landowner to keep it open.

Members proposed approaching the landowner to this end and to see if there were any other particular reasons for its closure.

**Notification of action about reports of horse manure at the bridle path opposite Hollow Lane**

D Cllr Paul Light had looked into this with the help of the WDC Environment Officer and nothing had been found amiss.

**Notification of broken glass in bus shelter at Ashburnham Way**

This had been reported

**Notification of missing footpath signage at golf course**

SCC had been notified replacement signs were being ordered by SCC

**Notification of missing panels at Mast Close**

More information needed

**The Draft Open Space Needs Assessment and Draft Green Infrastructure Strategy** was received at the Full Town Council Meeting together with an invitation to discuss this with the WDC Planning Officer.

Cllr Jill Tyler had made an appointment for 2.00 pm on 23 January 2015 and all Members were invited to attend.

**6 Signing of employee's remuneration under delegated authority**

This was approved

**7 To receive update on proposed building of Town Council office accommodation**

The following has been forwarded to the architects: payment for planning permission; confirmation of extent of area of Community Centre; legal advice about the planning permission application; consent of Community Centre Trustees

It was proposed and agreed by all to look to the next step of obtaining quotes under the process outlined under financial standing orders.

It was noted that as Cllr Jack Green had retired, Cllr Peter Tyler would be the Town Council liaison person with the Carlton Colville Community Centre.

**8 To receive update on provision of goal posts and to consider purchase.**

Cllr Peter Tyler had secured a price for five a side goal posts that were needed at the Carlton Colville Community Centre. The price would be held until 28 February. Cllr Tyler would arrange for them to be delivered to the Community Centre and they would be concreted in. Purchase would be ratified at the Full Town Council Meeting in February but funds of £2000 were available from the Discovery Centre funds for youth facilities.

**9 To receive quote and recommendation from W Norse for relocating bench from Deepdale to Elmdale Drive open space**

This was £300. See item 4 above for recommendations

**10 To agree purchase of bin at Harrapdale**

This had been agreed some time ago but had been delayed pending enquiries to see if WDC would provide a bin. WDC would not be providing a bin.

Purchase of bin at Harrapdale was proposed and seconded by Cllrs David Kindred and Jill Tyler and agreed by all.

Members suggested that flagstones should be provided by the noticeboard at Airedale if agreeable to the land owner. This would be an agenda item for the next Meeting.

**11) To receive Allotments update**

Cllr Peter Tyler advised that he was willing to replace Cllr Jack Green to liaise between the Town Council and the Allotment Committee.

The following was noted: two allotments had not been started yet; some storage tanks were being filled mechanically; WDC had no objection to large council gardens being used as allotments with the tenant's permission but there would be no legal right for this to continue.

Cllr Peter Tyler advised that the tenancy agreements were for one year starting on 1 April.

Members agreed that a letter should be sent notifying appropriate allotment holders that their leases would only be renewed until the end of June and that if no reasonable improvement was made by then the lease would not be renewed beyond 1 June. This was proposed and seconded by Cllrs Jill Tyler and David Kindred and agreed by all and would be ratified at the Full Town Council Meeting.

Members agreed that a clause would be included in the lease that prevented water being carried away from the water troughs by hoses or mechanical means and that water could only be carried away from the taps by hand, and that storage tanks would only be filled by harvesting rainwater. This was proposed and seconded by Cllrs Jill Tyler and David Kindred and agreed by all and would be ratified at the Full Town Council Meeting

**12 To receive quotes for lawn mower and strimmer and to consider purchase**

Cllr Peter Tyler had received quotes for a lawnmower and a strimmer which were fit for purpose for cutting the playing field at the Carlton Colville Community Centre and the border at the allotments. Details were circulated. This price was within the budget of the Town Council agreement of a payment of up to £1000. It was agreed to purchase them in March when the growing season starts. Cllrs Jill Tyler and David Kindred proposed and seconded acceptance of the quotes and all agreed. Consideration was given to best method of storage and would be confirmed at the Full Town Council Meeting.

**13) To receive Newsletter update**

The clerk was collecting information for the next Newsletter.

**14) To receive Website update**

Cllr Kindred continued to speedily update the website

**15) Matters in abeyance and items for next month's meeting of February 2015**

Items from above as appropriate. D Cllr Kindred asked if there was some that the Council could make the Christmas tree more interesting. Bench at Castleton Avenue, Flagstones at Airedale Noticeboard, Quotes for town council room

**16 Close Meeting**

There being no further business the meeting closed at 9.30 pm.

Chairman .....date.....