

# CARLTON COLVILLE TOWN COUNCIL

## MINUTES OF MEETING

Minutes of the Carlton Colville Town Council Amenities Committee Meeting held on **19 November 2014** at the Methodist Church Hall, Shaw Avenue, Carlton Colville. The Meeting started at 8.00 pm. Minutes draft until signed.

Members of the Amenities Committee are Town Councillors Tony Tibbitt (Chairman), Jill Tyler, David Kindred and Jack Green

### **1a To note Members present and to receive apologies for absence and note them and agree them.**

Present were Cllrs Tony Tibbitt and Jill Tyler and Jack Green. Cllr Peter Tyler was in attendance and Cllr Derek Fletcher was in attendance for the first part of the meeting.

No apologies were received.

### **1b To receive any declarations of interest regarding the agenda**

None received

### **1c To consider applications for dispensation**

None received

### **2 To approve and sign the Minutes of the Amenities Meeting held on 15 October 2014**

Approval proposed and seconded by Cllrs Jack Green and Derek Fletcher and agreed by all. Cllr Derek Fletcher left the meeting at this point at 8.07 pm

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

Town Council surgery was held on 25 October 2014 at Famona Road

A litter pick was held with Carlton Colville Community Centre Committee on 16 October

Request was sent to Waveney Norse for advice about moving the bench at Deepdale Open Space to Robertsbridge / Elmdale Open Space

WDC is still looking into the bin replacement at Matlock Dale. Members noted that as a replacement bin did not appear to be forthcoming money would need to be allowed for in the budget for replacement bin.

Insurance confirmation received about grass cutting suggestions – this would be covered by TC public liability

Noticeboards for Airedale and Allotments have been received

Plans for Council room were received for input and approval – Working Party is examining these after consultation with November Town Council Meeting

Overgrown branches at footpath between Monarch Way and Chapel Road were reported to D Cllr Light as requested.

Advice requested from insurance about cover for broken bin at Chapel Lane

Request to SCC to cut vegetation along Beccles Rd this has been trimmed back from Hollow Grove Way to the roundabout

### **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 17 September 2014 about amenities matters not dealt with under other items and to note any action taken already.**

Complaints about the skateboard park had been forwarded to W Norse and also taken up by D Cllr Paul Light with W Norse. The Youth had discussed the matter at their meeting.

Flooding at Secrets Corner had occurred and been reported by Cllr Jill Tyler to SCC.

The signposts indicating bridleway closed had been reported to SCC who would be doing a site visit and who had advised that they had not put up the signposts.

The refuse collection route at Poplar Road had been looked into with a site visit by D Cllr Paul Light and Cllr Jill Tyler and the Waveney Norse officer and Waveney Norse would be looking into the matter.

**6 Signing of cheques under delegated authority:**

Employee remuneration was agreed by all.

**7 To receive complaint about litter and antisocial behaviour at Matlock Dale children’s’ play area**

It was agreed by all to forward the complaints to Waveney District Council and to ask for a schedule of the litter picking there. It was noted that if the Outreach Workers were again available to be employed then this location could be monitored for any antisocial behavior.

**8 To receive list of open spaces in Carlton Colville and agree procedure for site visits**

This list was distributed. It was agreed by all to suggest at Full Town Council Meeting that all Town Councillors are delegated to monitor the open areas and surrounding streets closest to them and to report the situation at those areas back to the Amenities Committee, this being proposed and seconded by Cllrs Tony Tibbitt and Jack Green. Cllrs Jill Tyler and Jack Green had attended the WDC Play Partnership Meeting on 17 November 2014. They reported that WDC had produced a “Play Space Assessment and Green Infrastructure Strategy” which would be circulated. This together with the Youth Questionnaire and Town Councillor monitoring of areas would inform the start of an improvement plan. It was agreed to request a current cuttings schedule of play areas from W Norse as complaints had been received of long grass at the play area near to the Graylings.

**9 To receive updates on suggestions of keeping the grass cut at Carton Colville Community Centre**

Insurance would be covered by public liability insurance. It was agreed to include in the budget £1000 for equipment and to obtain costs and to purchase in the springtime.

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

Following the agreement of the Full Town Council Meeting, the Working Party had met and agreed the following: Instruct the architects to go ahead and draw up plans to the next level. Ask the architects if they could give an estimated estimate of cost of building work and renovation including decoration and also installation of toilet facilities. Ask the architects if they could advise on the maximum number of people using the room that would comply with fire regulations.

**11 To receive Allotment Update**

Costs for joining the Allotments Association for advice had been looked into. This would be less than £100 per annum. It was agreed by all that membership should be sought. A suggestion had also been received about use of a residential garden and Cllr Peter Tyler offered to look into this.

**12 To receive Newsletter Update**

Cllr Jack Green had produced the winter edition. All thanked Cllr Green and agreed that it should go ahead for printing.

**13 To receive Website Update**

Cllr David Kindred has updated the website. The website had won third prize in the Suffolk Association of Local Councils website competition.

**14 Matters in abeyance and items for next month’s meeting**

Town Council office accommodation; Council surgery; benches; bins, Christmas tree, Allotments working party and committee, a list of open area sites to be drawn up for members to use to check and report back on sites to Council

**15 Close Meeting**

There being no further business the meeting closed at 8.50 pm

Chairman.....Date.....

