

## FORDINGBRIDGE TOWN COUNCIL

### Minutes of the Amenities Committee meeting held at 7.30pm on Wednesday 20<sup>th</sup> July 2016 in the Town Hall

(Minutes subject to approval at the next meeting of the Committee)

#### **Present:**

Cllr Anstey – Chairman  
Cllrs Price, Lewendon, Fulford & Perkins

#### **In Attendance:**

Mrs H Richards, Town Clerk  
Ruth Croker, Footpath Officer  
Cllrs Hale, Adams, Earth, Wilson & Bailey

#### **1. To receive apologies for absence**

No apologies for absence were received

#### **2. To receive any declarations of interest**

No declarations made.

#### **3. To confirm the minutes of the meeting held on 18<sup>th</sup> May 2016 and report on any matters arising**

Cllr Lewendon proposed and it was seconded by Cllr Price and therefore **RESOLVED:** that the minutes of the meeting held on the 18<sup>th</sup> May 2016 be signed as a true record. All in favour.

#### Matters Arising

Minute No. 7 – Memorial Gardens Employment of Gardener – the chairman advised members that he wished to re-visit this issue under item 5 of the Agenda.

#### **4. To receive any matters raised by members of the public**

No matters raised by members of the Public.

#### **5. To Report on Matters relating to the Recreation Ground**

*Cllr Perkins joined the meeting*

- Memorial Gardens – the Chairman that he wished to raise this issue again as the Groundsman is not employed as a gardener and does not have the capacity to undertake this role due to increasing requirements elsewhere in the recreation ground. The Clerk advised that following a check through historic minutes, a gardener had previously been employed to tend the Memorial Gardens during the summer months – this was confirmed by Cllr Adams from the public gallery. Following further discussion, at which time concerns were raised regarding diminishing the Groundsman's job, Cllr Anstey proposed and it was seconded by Cllr Price and therefore **RESOLVED:** to advertise for and employ a Gardener on a casual basis. 4 in favour 1 against  
Town Clerk to prepare job description and advert.

The Clerk confirmed that works had been undertaken to provide the new access gate and fence in the Memorial Gardens/Play Area – further works are due to be carried out this week to the gate and provision of a fence between the workshop and the inner Memorial Garden. The Finance Officer has also asked for a quote for alternative pathways (instead of bonded gravel previously quoted for).

Discussion also took place regarding the project managing of works such as this when the Clerk advised that staff do not have the capacity or experience to oversee projects such as this and the Council should consider employing the services of a qualified person to give advice to the Council and project manage.

- Car Park & Access Road Surface - The Clerk advised an itemised quote had been received from Earlcote for enhancement works to the car park, the cost of which was £6856.00 +VAT. Section 106 funds of £5,520 have been allocated towards this cost.

Cllr Perkins proposed and it was seconded by Cllr Lewendon and therefore **RESOLVED**: to recommend that the quote from Earlcote in the sum of **£6856.00** to carry out repair and enhancement works to the Recreation Ground Car Park be accepted and an order placed for the works.

Following the earlier comments regarding works in the Memorial Gardens, Cllr Fulford raised concern over the management of this work – the Clerk advised that a full ground works specification had been prepared and she would seek advice regarding the works.

- Facilities & Pitch Maintenance – The clerk reported on a suggestion to site a temporary storage container to the rear of the Groundsman Hut for use by the Turks Football Club. Although the Rugby Club has planning permission for 2 containers on Brownsey's Field, the second of which could possibly be utilised by the football club, this is a temporary permission which expires in March 2017. Members discussed the conversion of the Old Toilet Block to a storage facility for use by the Sports Club – concerns were raised over the cost of converting the building and on the basis that the building be offered to the Sports Club. Members **AGREED** that the Clerk should investigate the costs of conversion and whether Members of the sports clubs are able to undertake this work.

The Clerk confirmed that an invoice had been raised to the Rugby Club for verti-drainage works undertaken on the 2 Rugby pitches and training area. No agreement had been reached with the Football Club regarding contributions towards pitch maintenance. Further works are due to be carried out later in the year.

The Chairman advised members that recent problems had recently been experienced with booking of football pitches for pre-season matches and the Club had been reminded of the need to check for pitch availability before arranging matches.

- The Clerk reported that the white lining machine had broken down and urgently needed replacing. The Finance Officer had obtained a quote of £700.00 and compared this with prices from other products available.

Cllr Lewendon proposed and it was seconded by Cllr Perkins and therefore **RESOLVED:** that a new White Lining machine be purchased from Rigby Taylor in the sum of **£700.00**

- **ROSPA Reports** The Chairman advised that following the receipt of the ROSPA reports, the Assistant Town Clerk had prepared a list of required remedial works which identifies tasks which can be undertaken by the Groundsmen and those which requires specialist input. Members **AGREED** that works should be carried out as soon as possible.

**6. To report on any matters concerning Open Spaces**

Nothing to report.

**7. To report on any Tree Works**

The Clerk reported that correspondence had been received from New Forest DC advising that the contract for reactive tree maintenance services is due to expire at the end of December and the contract had been advertised.

**8. To note any items of Correspondence**

No correspondence to report.

**9. To receive a report from the Clerk or any other business**

The Clerk had nothing further to report.

Cllr Perkins queried the charge to sports clubs for tournament held on the recreation ground – the Clerk confirmed that the daily rate is £110.00. Cllr Perkins advised that Burgate School currently charge £200 per tournament, however this is for all weather pitches.

**10. To note the date of the next meeting as Wednesday 21<sup>st</sup> September 2016**

The meeting closed at 8.10 pm