

MINUTES

Of

A Meeting of New Romney Town Council's Amenities Committee
Held on Monday 18 June 2018
In the Council Chamber, Town Hall, New Romney
Commencing at 6.45pm

PRESENT:

Councillors: Ms P Snoad, Mrs E Gould, J Picco, P Coe, P Thomas

In the Chair: Councillor Ms P Snoad

In Attendance: Miss A Williams – Amenities Clerk
Councillor P Carey - Observer
Councillor J Cramp - Presenter/Observer

@ 6.45pm The Chairman welcomed everyone and the formal business of the Amenities Committee Meeting commenced:

127/2018-19 **APOLOGIES FOR ABSENCE**

Apologies were received and noted, as follows:

Councillor Rodriguez - for personal reasons

And it was:

PROPOSED BY: Councillor P Thomas

SECONDED BY: Councillor Mrs E Gould and

RESOLVED UNANIMOUSLY – that reasons for absence, as detailed above, be approved.

128/2018/19 **DISPENSATION TO PARTICIPATE**

No new applications had been received.

129/2018-19 **DECLARATIONS OF INTEREST**

No declarations of interest were received

130/2018-19 **ADJOURNMENT OF MEETING**

It was not necessary to adjourn the meeting to accommodate a public session as there were no members of the public present and no Councillors, having declared an Other Significant Interest, requested the opportunity to speak during an allocated Public Session.

131/2018-19 **PUBLIC QUESTIONS**

There were no members of the public present and no questions had been received in writing.

132/2018-19 **RE-CONVENING OF MEETING**

Not applicable

@ 6.47pm Councillor P Carey entered the Chamber

133/2018-19 **MINUTES**

The Chairman presented the Minutes of the Amenities Committee Meeting held on 16 April 2018, a copy of which had been previously circulated to all Councillors.

Having duly considered the afore-mentioned Minutes, it was:

PROPOSED BY: Councillor Thomas

SECONDED BY: Councillor Coe and

RESOLVED – that the Minutes of the Amenities Committee Meeting held on 16 April 2018 be approved and signed as a true and correct record.

The Chairman signed the afore-mentioned Minutes.

@ 6.50pm Councillor Cramp entered the Chamber

134/2018-19 **PRESENTATION**

A brief presentation was received regarding a community project being undertaking on an Allotment Plot at the Church Lane Allotment Gardens.

135/2018-19 **AMENITIES CLERK'S REPORT/MAINTENANCE REPORT**

The Amenities Clerk presented her report, which had been previously circulated, and read as under:

1. **ACTIONS COMPLETED SINCE THE AMENITIES COMMITTEE MEETING HELD ON 16 APRIL 2018**

No actions needed

2. **OTHER MATTERS OF REPORT**

i. **Assembly Rooms**

Caretaker reported that a window had been smashed. The Parish Caretaker has temporarily boarded it up until the glass can be obtained.

The Parish Caretaker reported that there was evidence of a small fire to the rear of the Assembly Rooms. There appeared to be no sign of any damage but the matter was still reported to the Police.

ii. High Street

The Town Clerk gave authorisation for JAM On The Marsh to set up a stall at Cinque Ports Place to sell some tickets for events leading up to the festival on 5 July 2018.

iii. Fairfield Road Recreation Ground

Following a report regarding the Basket Swing needing repair, the Parish Caretaker has chained it to a support post so it cannot be used until repair has been done.

iv. Allotment Gardens

Two new standpipes have now been installed.

Two 'Open Ditch' warning signs were installed by the Allotments main entrance gate.

v. Sports Field

Following on from notification from the Groundsman at the Sports Field advising that there was a large presence of dandelion on site, the herbiciding company recommended use of a different chemical in year one to treat this problem, with year two reverting back to the original chemical. An amendment to the original order was raised indicating the additional cost in year one of £104.13 + VAT.

vi. Community Hall

Following on from the annual boiler service it was recommended that a Condense Master was required for the boiler and an order for was raised accordingly for the amount of £33.34 + VAT.

Two 'School Warning' signs were ordered following on from concerns from Baby Seashells Nursery with regards to cars parking on the grass verge to the front of the Community Hall.

Two 'Warning Anti-Climb Paint- security signs were ordered following a report of climbing up the down-pipes to the rear of the Community Hall.

NB: Any other actions not detailed above are either on-going or listed as Agenda items, as appropriate

3. **ASSEMBLY ROOMS BOOKINGS – 17.04.18 – 18.06.18**

Regular Bookings:	Bodytone
	Brownies
	Weightwatchers
	Romney Marsh Arts Society
	Boogie Bounce
	Marsh Morris People
	Yoga

Non-Regular Bookings: Dungeness Site Stakeholder Meeting
 Remembrance Service
 New Romney Counselling Service AGM
 Memorial Service
 Art Talk and Presentation
 Birthday Party
 100 mile walk
 Conservative Association Meeting
 Community Hall Public Engagement
 Book Sale
 Kent Wildlife Trust
 Labour Party Meeting

4. **MAINTENANCE REPORT**

- i. All routine maintenance has been carried out as per contracts awarded.
- ii. Non-routine maintenance has been carried out since the last Amenities Committee as follows:

This concludes the Amenities Clerk's Report and Maintenance Report

136/2018-19 **FAIRFIELD ROAD RECREATION GROUND – BASKET SWING**

Having duly considered the quotations for repair/replacement of/to the Basket Swing Nest at Fairfield Road Recreation Ground, it was:

PROPOSED BY: Councillor Coe
SECONDED BY: Councillor Thomas and

UNANIMOUSLY RECOMMENDED that (i) Quotation 2 for a replacement basket swing nest, at a total cost of £928.25 + VAT and (ii) Quotation 3 for installation of the basket swing nest, at a total cost of £160.00 + VAT, be accepted; this to be funded from the Play and Miscellaneous Equipment Reserve Fund, and (iii) the Town Clerk be authorised to settle the relevant invoice, when received, having first ascertained that all is in order.

It was therefore recommended that the contracts be awarded to:

<i>Caloo Ltd</i>	-	<i>Basket Swing Nest</i>
<i>Landscape Services</i>	-	<i>Installation</i>

137/2018-19 **TREE INSPECTIONS**

Having duly considered the quotation for tree inspections to be carried out at Fairfield Road Recreation Ground, Assembly Rooms Car Park, Flagstaff Land, Cinque Ports Place and the Sports Field, it was:

PROPOSED BY: Councillor Mrs Gould

SECONDED BY: Councillor Picco and

UNANIMOUSLY RECOMMENDED that (i) the quotation for tree inspections at Fairfield Road Recreation Ground, Assembly Rooms Car Park, Flagstaff Land, Cinque Ports Place and the Sports Field, at a total cost of £525.00, be accepted; this to be funded as follows:

Fairfield Road Recreation Ground	-	Tree Inspection/ Surgery Budget
Assembly Rooms Car Park	-	Tree Inspection/ Surgery Budget
Flagstaff Land	-	Tree Inspection/ Surgery Budget
Sports Field	-	Tree Inspection/ Surgery Budget

and (ii) the Town Clerk be authorised to settle the relevant invoice, when received, having first ascertained that all is in order.

It was therefore recommended that the contract be awarded to Invicta Arboriculture

The meeting then concluded at 7.10pm.

NB: All documents referred to herein are available at the Town Hall for perusal on request