

**MINUTES**

Of

A Meeting of New Romney Town Council's Amenities Committee  
Held on Monday 3 December 2018  
In the Council Chamber, Town Hall, New Romney  
Commencing at 6.45pm

**PRESENT:** Councillors Ms P Snoad, Mrs E Gould, J Picco, , A Rodriguez,  
P Thomas

**IN THE CHAIR:** Councillor Ms P Snoad

**IN ATTENDANCE:** Miss A Williams – Amenities Clerk

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

493/2018-19 **APOLOGIES FOR ABSENCE**

Apologies were received and noted, as follows:

Councillor Coe - attending another meeting

And it was:

**PROPOSED BY:** Councillor Mrs Gould

**SECONDED BY:** Councillor Rodriguez and

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

494/2018/19 **DISPENSATION TO PARTICIPATE**

No new applications had been received.

495/2018-19 **DECLARATIONS OF INTEREST**

No declarations of interest were received

496/2018-19 **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.

497/2018-19 **PUBLIC QUESTIONS**

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

498/2018-19 **RE-CONVENING OF MEETING**

Not applicable

499/2018-19 **MINUTES**

The Chairman presented the **Minutes of the Amenities Committee Meeting** held on **20 August 2018**, a copy of which had been previously circulated to all Councillors.

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

**PROPOSED BY:** Councillor Rodriguez

**SECONDED BY:** Councillor Picco and

**RESOLVED – that the Minutes of the Amenities Committee Meeting held on 20 August 2018 be approved and signed as a true and correct record.**

The Chairman signed the afore-mentioned Minutes.

NB: Councillor Thomas abstained from voting as he had not been present at the afore-mentioned meeting.

The Chairman presented the **Minutes of the Amenities Committee Meeting** held on **29 October 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 Mrs Gould and

**RESOLVED – that the Minutes of the Amenities Committee Budget Meeting held on 29 October 2018 be approved and signed as a true and correct record.**

The Chairman signed the afore-mentioned Minutes.

NB: Councillor Picco abstained from voting as he had not been present at the afore-mentioned meeting.

500/2018-19 **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 20 AUGUST 2018**

i. Community Hall

Tenant confirmed acceptance of conditions with regards to works to the toilet facilities and sink.

ii. Two quotations were requested for an Equality Act 'Walk Through' at The Assembly Rooms and the Town Hall.

## 2. **OTHER MATTERS OF REPORT**

### i. Fairfield Road Recreation Ground

\* Parish Caretaker reported that one of the flat-bed swing seats had been removed. A Police Crime Report was submitted. A replacement seat and chains were ordered and have been installed by Landscape Services.

\* New basket swing was received at Landscape Services and item has now been installed to correct height.

\* A swarm of sand wasps was reported burrowing at the slide mound. The area was taped off and advice was received with regards to the treatment. It was reported that these wasps are apparently less aggressive than the more common wasps and should dissipate as soon as there is a downpour of rain.

\* Quotations received and Works Order raised for repair works to the concrete at the Skatepark following on from recommendations in the annual RoSPA report.

### ii. Community Hall

Seashells Nursery reported that a piece of wood had come away from the bottom of the back door. The Parish Caretaker did a temporary repair and quotes were requested from local contractors for the purpose of carrying out a more substantial repair.

### iii. Assembly Rooms

Notice of alteration of an existing rating list entry was received noting that the new rateable value has risen from £3550 to £3900, making the monetary difference for 2018/19 a total of £160.17 over 12 months.

### iv. Town Hall Square

Permission was given for Romney Marsh Brewery to erect a market stall at Town Hall Square on Friday 7 December for the purposes of selling beer gifts for Christmas. All of the relevant paperwork was received.

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

## 3. **ASSEMBLY ROOMS BOOKINGS – 21.08.18 – 03.12.18**

|                   |                           |
|-------------------|---------------------------|
| Regular Bookings: | Bodytone                  |
|                   | Brownies                  |
|                   | Weightwatchers            |
|                   | Romney Marsh Arts Society |

Boogie Bounce  
Marsh Morris People  
Yoga  
Kent Music

Non-Regular Bookings: Romney Marsh Day Centre  
Birthday Party x 2  
Rolfe Lane Residents Association  
New Romney Counselling Service x 2

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.

This concludes the Amenities Clerk's Report and Maintenance Report

501/2018-19 **ACCESSIBILITY SURVEY**

Having duly considered the quotations received for the purpose of undertaking an updated Accessibility Survey in respect of Town Council Listed Buildings, it was:

**PROPOSED BY:** Councillor Thomas  
**SECONDED BY:** Councillor Picco and

**UNANIMOUSLY RECOMMENDED that (i) Quotation 3, to carry out an updated Accessibility Survey at Town Council Listed Buildings, at a total cost of £1525.00 + VAT, be accepted; this to be funded from the Precept Reserve Fund, subject to F & GP confirmation, 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 IDACS (UK) Ltd*

502/2018-19 **ALLOTMENT INSPECTIONS**

Having duly considered a request received from the New Romney Allotment Association, it was:

**PROPOSED BY:** Councillor Thomas  
**SECONDED BY:** Councillor Rodriguez and

**UNANIMOUSLY RECOMMENDED that the request from the New Romney Allotment Association to accompany a member of New Romney Town Council staff whilst carrying out Allotment inspections be declined due to Government Data Protection Regulations\*.**

\* ie, The Town Council is not permitted to discuss the personal circumstances of individual plot holders with third parties.

503/2018-19 **TEENAGE SHELTER – FAIRFIELD ROAD RECREATION GROUND**  
Having duly considered the quotation received for improvements works to the Teenage Shelter at Fairfield Road Recreation Ground, it was:

**PROPOSED BY:** Councillor Picco  
**SECONDED BY:** Councillor Thomas and

**RECOMMENDED that (i) Quotation 1, for improvements works to the Teenage Shelter, at a total cost of £693.00 + VAT, be accepted; this to be funded from the Play and Miscellaneous Equipment Reserve Fund, and (ii) the Town Clerk be authorised to settle relevant invoice, when received, having first ascertained that all is in order.**

*It was therefore recommended that the contract be awarded to Weweld Services Ltd*

NB: Councillor Mrs Gould abstained from voting.

The meeting then concluded at 19.40pm.

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