



**Minutes of the Meeting of the Amenities Committee held on Monday 23<sup>rd</sup> August 2021 at 7.30 pm.**

**Present:** Cllr Watts (Chair) and Cllrs Brentor, Jones, Mace and Randall.  
Bev Cornish, Parish Clerk.

Three members of the public were present.

**18.21 Election of Chair**

The Committee RESOLVED to elect Cllr Watts to Chair the meeting.

**19.21 Public Question Time**

No statements or questions were received.

**20.21 Apologies**

Apologies were received from Cllr Cornell.

**21.21 Minutes**

The Committee RESOLVED to approve the Minutes of the meeting held on Monday 21<sup>st</sup> June 2021 and that they be signed by the Chair.

**22.21 Declarations of Interest:**

**a. To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers:**

No declarations were received.

**b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered:**

No dispensation requests were received.

**23.21 Matters Arising and Actions Taken**

The Committee RESOLVED to note the matters arising and actions taken from the Minutes.

**48.18 Emergency Plan:** Council approved its format at the July meeting it is on my task list to complete for adoption.

**58.18 Defibrillator in Charlton:** Alison is liaising with new electrician regarding a quote..

**23.19 Memorial Gardens restoration:** This is delayed and won't be able to be completed until autumn 2021. Quotes for landscaping accepted.

**35.20: Bollards around the Borough Cross:** The Council approved plastic bollards at August meeting.

**38.20: Street Names Signs:** Replacement sign for Warrens Lane awaited.

**40.20 Refurbishment of cremated remains are at Downton Cemetery:** Awaiting specification from Cllr Watts and once that's received a spreadsheet showing the tasks to be carried out at the Cemetery in priority order can be drawn up.

**67.20 Dog Bins:** New 110 litre dog bin and signs has been ordered. Awaiting delivery.

**72.20 Handyperson Poster:** Revised poster prepared.

**72.20 Noticeboard for Moot Lane:** This has been ordered and a quote for its installation is on the agenda.

**09.21 Downton Memorial Centre:** Officers will be meeting roofing, painting and guttering contractors in early September.

**10.21 Memorial Gardens Grasscutting:** The Clerk is awaiting a response from the Headteacher of Downton Primary School.

**11.21 Work to Moot Lane Corner:** The Admin officer has commissioned Riddleaves to carry out the work following the resolution of the Council at the August meeting.

**12.21 Cleaning of Iron Bridge:** This was completed in July by the Parish Steward.

**13.21 BBQ Waste Bin:** This has been ordered and will be delivered shortly.

**14.21 Bramble Removal in Moot Lane Recreation Ground:** The Administrative Officer is in the process of sourcing a contractor to carry out the work.

**15.21 In Bloom Planter Signs:** Time2Display in Burgate who produced the play area and Memorial Centre signs are liasing with Amberol, the suppliers to either supply a sticker (with high bond adhesive) or a dibond panel and for them to supply an artwork template for sizing.

## **24.21 Play Area Project**

- i. To consider outline plans for the Memorial Gardens and Moot Lane Recreation Ground with the associated potential costs from 3 playground equipment companies:**

Following a lengthy discussion on the outline plans provided by the 3 companies, councillors agreed that the designs were both encouraging and impressive. Cllr Watts proposed from the Chair and it was RESOLVED that examples of the plans should be shown to residents at the public consultation due to be held on Saturday 4<sup>th</sup> September.
- ii. To consider a report from the Clerk on the costs and impact on the precept if the Council were to apply for a Public Works Loan Board loan to deliver a larger project than the funds currently allocated:**

Following consideration of the costs and potential impact on the precept of loans of £50k and £90k, the Clerk was asked to provide further costings for a larger project and loan costs for both a £100k loan and a £200k loan.
- iii. To agree next steps and make any recommendations to the Parish Council:** Cllr Watts proposed, Cllr Randall seconded and it was RESOLVED that the Committee await the outcome of the consultation with residents and that the costs and comments be considered as part

of the Finance & Strategy Committee meeting to be held on 27<sup>th</sup> September and the budget meeting on 25<sup>th</sup> October.

**25.21 Installation of 3 Dog Bins**

Cllr Watts proposed, Cllr Randall seconded and it was RESOLVED that a recommendation be made to the Parish Council that a quote of £180 be approved from Lee Bush to install posts and dog bins in 3 locations in Gravel Close, the watermeadows by the pinch point and in Hamilton Park.

**26.21 Cemetery Fencing**

Cllr Randall proposed, Cllr Brentor seconded and it was RESOLVED that a recommendation be made to the Parish Council for a quote of £500 be approved to include materials from Lee Bush to install posts and stock fencing on the northern boundary in 2 stretches of 4 meters and one stretch of 5 meters at the top of the Cemetery.

**27.21 Cemetery tasks**

Cllr Watts proposed from the Chair and it was RESOLVED that a recommendation be made to the Parish Council for a quote of £210 be approved from Lee Bush to carry out the following tasks at Downton Cemetery:

- I. Bury water pipe around front perimeter
- II. Fit slab under both water points
- III. Fit slab to top and bottom of steps near front gates
- IV. Fill area around 2 benches with soil from top of cemetery and seed with grass seed.

**28.21 Fencing in Charlton All Saints play area**

Cllr Watts proposed from the Chair and it was RESOLVED that a recommendation be made to the Parish Council for a quote of £200 be approved to include materials from Lee Bush to replace 12 wooden posts and attach to existing wire on the eastern boundary of the play area.

**29.21 Installation of Noticeboard**

Cllr Brentor proposed, Cllr Mace seconded and it was RESOLVED that a recommendation be made to the Parish Council to approve a quote of £80 to include materials from Lee Bush to install the new noticeboard in Moot Lane.

**30.21 Volunteer Litter Picker**

Following consideration of a request from a resident to carry out litter picking in the Wick Lane area as part of their Duke of Edinburgh Award Scheme Bronze Award, Cllr Watts proposed from the Chair and it was RESOLVED that this be approved provided the necessary risk assessments, clothing and materials were in place.

**31.21 Next meeting**

The Committee RESOLVED that the next meeting be held at the Memorial Centre on Monday 22<sup>nd</sup> November 2021 at 7.30 pm.

With no further business, the meeting closed at 08.35 pm.