



**Minutes of the Meeting of the Amenities Committee held on Monday 21<sup>st</sup> June 2021 at 7.30 pm.**

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

Two members of the public were present.

**Public Question Time:**

**01.21 Election of Chair**

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

**02.21 Public Question Time**

A member of the public gave a brief report on a use of the Council's existing salt spreaders. She said any new ones should not be made from metal. On the matter of the playground consultation and the Memorial Gardens, she asked that councillors 'keep it simple'.

**03.21 Apologies**

Apologies were received from Cllr Brentor.

**04.21 Minutes**

The Committee RESOLVED to approve the Minutes of the meeting held on Monday 26<sup>th</sup> April 2021 and that they be signed by the Chair with the addition of the word 'Amenities' before the word 'Committee' in Minute 69.20.

**05.21 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:**

Cllr Mace declared a personal and non-pecuniary interest in Minute 09.21 as treasurer of the Downton Memorial Centre and did not vote or participate in the discussions, other than to provide information to councillors on the Memorial Centre.

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

No dispensation requests were received.

**06.21 Matters Arising and Actions Taken**

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

**48.18 Emergency Plan:** Revised following comments. It will go to the July meeting of the council.

**58.18 Defibrillator in Charlton:** *The Administrative Officer has met with an electrician for a quote.*

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

**55.19 Painting of Iron Bridge and to make recommendations on how it should proceed to the Parish Council:** *Completed 2 railings by Wiltshire Council.*

**35.20: Bollards around the Borough Cross:** *The bollards and cycle stands are still awaited.*

**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.*

**71.20 Handyperson Poster:** *No responses received.*

**72.20 Noticeboard for Moot Lane:** *This has been ordered.*

#### **07.21 Moot Lane Recreation Working Group**

Cllr Cornell talked through the Report produced by the Working Group and circulated to councillors in advance of the meeting which set out suggested pieces of equipment to retain and remove and new pieces of equipment to be considered with their potential costs. The report and discussions were combined with the item below.

#### **08.21 Play Area Consultation**

- i. **To consider the responses to the play area consultation;**
- ii. **To receive a report on visits by councillors to other play areas to investigate modern pieces of play equipment; and**
- iii. **Taking account of the Play Equipment Plan, to resolve to take further actions or make any recommendations to the Parish Council in light of the information gleaned from the consultation and play area visits.**

Following a lengthy discussion, the Committee RESOLVED that officers should obtain quotes for the purchase and installation of the pieces of equipment identified in the Working Group's report and to add to it the cost of resurfacing the concrete base used for the basketball net in the Moot Lane Recreation Ground.

The Clerk was also asked to produce a 3-5 year parish play area plan for the Council with costings and the detailed process required if the Council were to proceed to apply for a Public Works Loan Board loan.

#### **09.21 Downton Memorial Centre**

A brief report and apology from Cllr Mace was received on the survey report from Stephen J Linard Ltd dated November 2018 which he had retained following the discussions with the Memorial Centre on the negotiation of the new Lease. For this reason, and whilst more than half of the predicted costs

had already been covered by the re-roofing of the Memorial Hall completed in 2019, the remaining predicted costs of approximately £20,000 had not been able to be included in the Council's budget.

He also advised the Committee that in accordance with the conditions of the Lease between the Parish Council and the Downton Memorial Centre Committee, the Committee was due to take over the maintenance of the exterior of the Centre after 3 years and the 3 years will end in November 2021. Due to the impact of Covid-19 on the Centre's income, he was not yet clear whether this was possible but the Chair of the Memorial Centre Committee would be attending a future meeting of the Amenities Committee or the Council to advise councillors once the impact of Covid-19 on the Centre's finances was known.

Following a discussion and a proposal from Cllr Watts, the Committee RESOLVED that quotations be obtained for the 4 recommended actions set out below and included in the report and then Councillors and the Parish Council could consider when the work was to be completed and whether it was possible to stagger the starting of some of the work over 2 or 3 years.

- i. Resurfacing of the front extension roof over the entrance hall and toilets;
- ii. Resurfacing of the front portico roof;
- iii. Complete replacement of the cast iron gutters and downpipes on the eastern side of the main roof area with pre-coated aluminium gutters and downpipes.
- iv. Repainting of the casement windows on the eastern side of the Main Hall.

#### **10.21 Grasscutting**

Following consideration of a report from the Clerk and quotes from the Council's contractor, the Committee RESOLVED that as the Council had no budget for the additional work and the school was continuing to use the Memorial Gardens for access in order to meet Covid-19 requirements, the school should meet 50% of the costs of both the first cut and additional cuts until March 2021 which was £250. The Council would then be able to consider adding the cutting of the whole of the Memorial Gardens as part of its new contract when it is re-tendered in September 2021 for starting in April 2022.

#### **11.21 Work to Moot Lane Corner**

Following a discussion and report from Cllr Watts, the Committee RESOLVED to ask officers to obtain quotes for the removal of the two large trees which were affecting nearby properties and for the relocation of one of the benches to an area near the beacon. The Clerk advised that as the land was owned by Wiltshire Council, permission would need to be sought in advance of any work being carried out.

#### **12.21 Cleaning of Iron Bridge**

Following a report from the Clerk that the work to clean the single unpainted railing was on the list for the Parish Steward when he visits the parish in

July, the Committee RESOLVED that this information be accepted and that no action be taken by the Parish Council to complete the work.

**13.21 BBQ Waste Bin**

Following a brief discussion, the Committee RESOLVED to recommend to the Parish Council that it approves the purchase of a replacement bin liner at the cost of £96. The Clerk was asked to investigate a means by which the bin could be kept closed.

**14.21 Moot Lane Recreation Ground**

Following a proposal from Cllr Watts, the Committee RESOLVED that a quotation be obtained for the removal of the brambles, weeds and a climber from the southern boundary of the recreation ground and that consideration be given to the clearing of this area to be added to the new annual grass cutting contract.

**15.21 In Bloom Planters**

Following a report from the Clerk and a proposal from Cllr Watts, the Committee RESOLVED to defer this item to the next meeting.

**16.21 Salt Spreaders**

Following a discussion and a proposal from Cllr Randall, the Committee RESOLVED to defer a recommendation on the purchase of salt spreaders until the Snow Plan has been approved and volunteers across the parish identified to help with the spreading of salt during the winter months.

**17.21 Next meeting**

The Committee RESOLVED that the next meeting be held at the Memorial Centre on Monday 23rd August 2021 at 7.30 pm.

With no further business, the meeting closed at 08.55 pm.