



Town Clerk: K. Sheehan

# CREWKERNE TOWN COUNCIL

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Councillors are hereby summoned and members of the press and public are invited to attend a meeting of the **Amenities Committee** of Crewkerne Town Council to be held at the Council Chamber, Town Hall, Crewkerne on **Monday 8 November 2021** *after the Planning & Highways Committee meeting* and commencing not before **7pm**.

## Note:

- **Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting video through the following link:**  
<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K. Sheehan, Town Clerk (signed on original)  
2<sup>nd</sup> November 2021

## AGENDA

- 1. To note apologies for absence**
- 2. Open Forum:** questions may be put to the Committee during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person.
- 3. To approve the minutes of the previous meeting** on 13 September 2021.
- 4. Declarations of interest** in items on the agenda.
- 5. Report from the Amenities Chairman:** to receive an update report.
- 6. Lucombe Oak:** to consider a quote for static load testing.
- 7. Pithers Court:** to consider quotes received for tree & vegetation works.
- 8. Henhayes perimeter path:** to note receipt of quote and consider next steps.
- 9. Southmead playground:** to consider options for painting wall/street art.
- 10. George Reynolds Centre:** to make arrangements for inventory of contents of cupboards, left over stock, unclaimed equipment and fixtures/fittings.
- 11. To receive any Matters of Report** (for information only).
- 12. Next meeting:** 10 January 2022.

**Amenities Committee: Nov 2021 Project and Works Report**

**Part 1: Projects**

Project	Description	Budget	Status	Comments
<b>Refurbishment of Falkland Square public toilets</b>	Public toilets are in a very poor state of repair	Fully budgetted for	<ul style="list-style-type: none"> <li>• Planning application approved.</li> <li>• License agreed with landlord.</li> <li>• Commencement of refurb delayed by problems with contractor obtaining components.</li> <li>• 6 -8 weeks build time.</li> </ul>	Contractor confirming start date.
<b>Relocate town centre bus stops</b>	ABCD proposal to relocate bus stops		<ul style="list-style-type: none"> <li>• Awaiting completion of SIS removing bollards at the South Street/Market Street junction, to allow safety audit to be undertaken.</li> <li>• Highways awaiting action from BT.</li> </ul>	Cllr Best agreed to chase.
<b>War Commemoration Trust land</b>	Tennis courts to be refurbished	Within Earmarked Reserves	<ul style="list-style-type: none"> <li>• Awaiting refreshed quotes.</li> </ul>	Work to be carried out Spring 2022
<b>Additional town centre long stay parking</b>	New car park on former Millers Garage site	N/A	<ul style="list-style-type: none"> <li>• SSDC to engage contractors and confirm start date.</li> <li>• Awaiting draft legal agreement from SSDC to permit use of CTC land.</li> </ul>	SSDC lead
<b>Henhayes: addition of benches</b>	Proposal from Henhayes playground wkg grp for more benches on Henhayes	With existing budget	<ul style="list-style-type: none"> <li>• Additional seat installed on far side of Henhayes &amp; outside GRC</li> <li>• Two picnic benches installed: one near Henhayes car park and the other near entrance to industrial estate.</li> <li>• Replacement bench ordered for spot adjacent to turkey oak - arrived and awaiting installation</li> </ul>	Once turkey oak bench installed, item to be closed off.
<b>Henhayes: addition of path</b>	Proposal from ABCD to install a section of pathway adjacent to playground	TBD	<ul style="list-style-type: none"> <li>• Meeting held with ABCD. Agreed to cost up:                             <ul style="list-style-type: none"> <li>- pathway running from playground entrance to far side of recreation ground, joining up with existing concrete pathway on far side of Henhayes.</li> <li>- additional section of pathway running to GRC.</li> </ul> </li> <li>• Routing of path to avoid impacting turkey oak.</li> <li>• Awaiting costings to allow ABCD to seek grant funding.</li> </ul>	Quote has arrived and is agenda item
<b>Tree planting schemes across CTC sites</b>	Trees to be planted in agreed areas on Barn St. rec. ground	£1,000 funding available from National Lottery (via Mr.Fox)	<ul style="list-style-type: none"> <li>• Cllrs. Samuel and Wakeman have had site meeting with Mr. Fox. Agreed that Mr. Fox should utilise funding opportunity to purchase trees, to be planted at various sites.</li> </ul>	Meeting with grounds team to advise to be set up.
	Trees to be planted across CTC sites	TBD	Proposal to be worked up	
	Proposal from Rotary to plant Jubilee trees	TBD	Further details required - numbers and size of trees.	
<b>Southmead playground wall painting</b>	Wall had been painted as a young people's project. Wall rendering has been repaired.		Arrange for wall to be painted as a young people's project. To be actioned through Youth Steering Group.	Agenda item. Spring 2022?
<b>Environment initiatives</b>	Air quality monitoring system	SSDC grant funding being sought	<ul style="list-style-type: none"> <li>• Grant application to SSDC successful.</li> <li>• System installed.</li> </ul>	
	Create nature trail at Bincombe	TBD	Proposal to be worked up	
	Plant trees at CTC sites	TBD	See item above	
<b>Severalls oval land and war memorial</b>	Propose to transfer oval garden area and "Tommy" war memorial to CTC ownership		<ul style="list-style-type: none"> <li>• Meeting with SSDC: transfer of "Tommy" to CTC ownership agreed.</li> <li>• SSDC wished to retain ownership of oval garden area. CTC agreed, subject to caveat that, if SSDC ceases to exist, land should be transferred to CTC.</li> <li>• CTC have written to SSDC regarding forthcoming change to unitary authority and suggesting that oval garden area of land is therefore transferred to CTC. SSDC response: "<i>the answer is currently no as SSDC does not know what shape the new authority will be and suspect that many things will be the same post-unification .</i>"</li> </ul>	RBL currently looking at funding available for preservation.
<b>"Ski slope" land in front of Town Hall</b>	Propose to transfer "ski slope" land and car parking spaces from SSDC to CTC ownership		<ul style="list-style-type: none"> <li>• SSDC have agreed to transfer of land.</li> <li>• Awaiting SSDC to draft legal agreement.</li> </ul>	

**Amenities Committee: Sept 2021 Project and Works Report**

**Part 2: Maintenance**

<b>Amenity</b>	<b>Description</b>	<b>Status</b>	<b>End date/Comments</b>
<b>GRC</b>	Separate gas and water supplies required for GRC.	<ul style="list-style-type: none"> <li>Gas: gas pipe installed. Awaiting gas supplier to complete connection.</li> <li>Water: installation was thought to be complete, but utility company not invoicing. Under investigation. Standing charges being invoiced; Mark checking meter.</li> </ul>	Ongoing.
	Drainage issues	<ul style="list-style-type: none"> <li>Contractor has assessed and considers that historical issues with drains could be due to an air pressure issue.</li> <li>Proposed to install a soil vent pipe. Awaiting quotation.</li> </ul>	Long term issue
	Emergency Lighting		Complete
	New locks required	<ul style="list-style-type: none"> <li>Access control system installed but not yet activated as door controls need updating.</li> <li>Fob policy/deposit system to be drawn up.</li> </ul>	Ongoing.
	Aircon in upstairs rooms	<ul style="list-style-type: none"> <li>Quotations received but costs and proposed solutions were inconsistent.</li> <li>Short term solutions investigated:                             <ul style="list-style-type: none"> <li>- install solar reflective film on outside of windows</li> <li>- install a mechanism to allow windows to open automatically.</li> </ul> </li> <li>Quotation obtained: costs are significant.</li> <li>Further work to be undertaken to investigate options.</li> </ul>	Project for new financial year?
Insufficient storage for youth service equipment	<ul style="list-style-type: none"> <li>Additional storage area to be created. Quotation being sought.</li> </ul>	Ongoing. Inventory of existing storage use on agenda.	
<b>Town Hall/Victoria Hall</b>	Ground floor issues of damp, lack of ventilation and poor heating	<ul style="list-style-type: none"> <li>Initial report received from consultant. Way forward to be considered based upon this report.</li> </ul>	
<b>Bincombe allotments</b>	Wall bordering allotments and path is in a very poor state of repair	<ul style="list-style-type: none"> <li>Meeting held with SSDC Planning. Awaiting feedback.</li> </ul>	Ongoing.
<b>Land at the rear of Pithers Court</b>	Vegetation overgrown	Quotation obtained to cut back vegetation. Costs are significant. Second quotation being sought	Winter task - agenda item.
<b>Severalls allotment wall</b>	Wall and pillars need repointing	Quotation obtained for repointing. Costs are significant. Needs budgetting for next year	Budget for next year. Laura applying for grants for piers.
<b>Henhayes concrete path</b>	Concrete path on far side of Henhayes is in a poor state. Trip hazard.	Quotation being sought to lay tarmac dressing on path	Agenda item.
<b>Happy Valley play area</b>	Problem with edge of sand pit area causing sand to be washed away	Wooden sleepers to be layed down to contain sand.	To be carried out over winter months
<b>Redecoration of Severalls hall</b>	Hall exterior in need of redecoration	Work underway	Complete.

**Amenities Committee: Sept 2021 Project and Works Report**  
**Part 3: Maintenance "watch list"**

Amenity	Description	Status
<b>Henhayes playground</b>	Instances of vandalism to playground equipment	No recent issues
<b>Waste bins</b>	Additional waste bins required to tackle litter "hot spots"	<ul style="list-style-type: none"> <li>• Additional waste bin ordered for Henhayes. Extra bins provided for sports clubs use during matches.</li> </ul>
<b>Bincombe Beeches</b>	Walkabout	<ul style="list-style-type: none"> <li>• Mountain bike tracks being built. Groundstaff removing where possible. Monitoring.</li> </ul>
<b>Happy Valley &amp; Severalls.</b>	Walkabout	<ul style="list-style-type: none"> <li>• Replacement bench installed on triangle at Happy Valley. Complete.</li> <li>• Antisocial behaviour and motorbikes on Happy Valley being monitored.</li> </ul>
<b>Henhayes</b>	Compound for sports club's containers	<ul style="list-style-type: none"> <li>• Investigation ongoing to install a secure compound around sports club's containers.</li> </ul> Meeting to be arranged with sports clubs