

Councillors are hereby summoned, and members of the public and press are invited, to attend a meeting of the **Amenities Committee** to be held on **Monday 23 May 2022**, following the Planning & Highways Committee meeting, and not commencing before 19.00 in the Council Chamber, Town Hall, Market Square, Crewkerne.

Note:

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

K. Sheehan, Town Clerk (signed on original), 17 May 2022

Agenda

Open Forum: Questions may be put to the Committee in person during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues notified to the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Wednesday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

1. **To note apologies for absence.**
2. **Declarations of interest** in items on the agenda.
3. **To confirm the minutes of the Amenities Committee meeting** held on 14 March 2022.
4. **Report from the Amenities Chair:** to receive an update report.
5. **Pithers Court:** to consider a quote for the installation of post & rail fence at the land to the rear of Pithers Court.
6. **Severalls Tennis Courts**
 - a. To receive an update from SSDC on the planned refurbishment of the courts.
 - b. To consider quotes for fencing for grassed area to side of tennis courts and resolve to seek approval of the War Memorial Commemoration Trust to carry out the work required to re-open this area.
 - c. To authorise the Clerk to apply for S106 funding for the proposed outdoor table tennis table.
7. **Barn Street:** to receive a report from Cllrs. Samuel and Head and agree a way forward.
8. **Henhayes:** to consider a request from Rugbytots for use of Henhayes for training sessions for a trial period of six months.
9. **To receive Matters of Report** (for information only).
10. **Next meeting:** Monday 11 July 2022 following the Planning and Highways Committee meeting, Council Chamber, Town Hall.

RECONVENE AS FULL COUNCIL (see separate agenda)

Amenities Committee: May 2022 Project and Works Report
Part 1: Projects

Project	Description	Budget	Status	Comments
Refurbishment of Falkland Square public toilets	Future use of former Gents toilets		Council to consider possible future use.	
Relocate town centre bus stops	ABCD proposal to relocate bus stops		<ul style="list-style-type: none"> SIS scheme removing bollards at the South Street/Market Street junction is now complete (April 22) ABCD planning a presentation to new councillors in summer. 	Bus stops relocation is a proposal from ABCD, rather than connected to the works at the junction.
War Commemoration Trust land	Tennis courts to be refurbished	Within Earmarked Reserves/ LTA SSDC proposal to refurb	<ul style="list-style-type: none"> On May agenda for update. 	Work expected to be carried out 2022
Additional town centre long stay parking	Recreation area to side of tennis courts - proposal to reopen New car park on former Millers Garage site	TBD N/A	On agenda for May meeting of Amenities Committee, will need approval of WMCT.	
Henhayes: addition of path	Proposal from ABCD to install a section of pathway adjacent to playground	TBD	<ul style="list-style-type: none"> SSDC to engage contractors and confirm start date. Awaiting draft legal agreement from SSDC to permit use of CTC land. See above - ABCD planning presentation to councillors. Routing of path to avoid impacting turkey oak. ABCD want to seek grant funding. * Contractor needs definitive route of path agreed. 	SSDC lead Quote has arrived for part of path and fence and shared with ABCD.
Tree planting schemes across CTC sites	Trees to be planted in agreed areas on Barn St. rec. ground	£1,000 funding available from National Lottery	<ul style="list-style-type: none"> Meetings at Barn St have been held. 	Ongoing. Proposals to come to full Council.
Southmead playground wall painting	Trees to be planted across CTC sites Wall had been painted as a young people's project. Wall rendering has been repaired.	TBD	Trees have been planted in various locations	In progress
Environment initiatives	Air quality monitoring system Create nature trail at Bincombe	Purchased. TBD	<ul style="list-style-type: none"> Arrange for wall to be painted as a young people's project. To be actioned through Youth Steering Group. Grant application to SSDC successful. System installed. Proposal to be worked up. 	Agreed for Youth Group to proceed whenever they have capacity. Awaiting first batch of data. Clirs Wakeman and Samuel to catch up.
Severalls oval land and war memorial	Propose to transfer oval garden area and "Tommy" war memorial to CTC ownership		<ul style="list-style-type: none"> Meeting with SSDC: transfer of "Tommy" to CTC ownership agreed. 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. 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: "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." SSDC have agreed to transfer of land. Awaiting SSDC to draft legal agreement. 	Notice re Tommy consultation period published by SSDC. Update requested by Clerk.
"Ski slope" land in front of Town Hall	Propose to transfer "ski slope" land and car parking spaces from SSDC to CTC ownership			Now with solicitors.
Chatty bench proposal	Proposal to sign a TC owned bench as a 'chatty bench'	Outlay relatively low.		Benches identified and signs on order.
BT Kiosk	Possibility of adopting disconnected BT kiosk at Town Hall	£1 nominal transfer plus maintenance (paint etc)	For discussion by councillors. Possible planning advice as listed.	For future Amenities agenda
Land at Pithers Court	Proposal to fence area to enable CTC grounds team to work safely at height and maintain the area in house.	Open spaces	On May agenda - quote obtained.	
Barn Street Recreation Area	Replace existing field gate with accessibility gate to enable wheelchair/buggy access.	Barn Street earmarked reserve	Gate ordered.	

Amenities Committee: May 2022 Project and Works Report

Part 2: Maintenance

Amenity	Description	Status	End date/Comments
	Separate gas supply required for GRC.	<ul style="list-style-type: none"> Gas: gas pipe installed. Awaiting gas supplier to complete connection. 	Gas meter now installed (May 2022)
	Fob system installed.	<ul style="list-style-type: none"> Fobs being formatted and coded for users. 	Being issued to regular users currently (May 2022).
GRC	Aircon in upstairs rooms	<ul style="list-style-type: none"> Quotations received but costs and proposed solutions were inconsistent. Short term solutions investigated: <ul style="list-style-type: none"> - install solar reflective film on outside of windows - install a mechanism to allow windows to open automatically. Quotation obtained: costs are significant. Further work to be undertaken to investigate options. 	Consultation being arranged with ventilation specialist.
	Ground floor issues of damp, lack of ventilation and poor heating	<ul style="list-style-type: none"> Initial report received from consultant. Way forward to be considered based upon this report. 	Ongoing.
Town Hall/Victoria Hall	Planned boiler replacement.	Repaired but age and limited parts entail that this will still need replacing.	
Bincombe allotments	Wall bordering allotments and path is in a very poor state of repair		Ongoing. Back wall - seeking Quote obtained for patch repair. Future budget consideration.
Severalls allotment wall	Wall and pillars need repointing	Quotation obtained for repointing.	Budget mostly in place, applying for grants to offset some of cost, applications returned by end August.
Henhayes concrete path	Concrete path on far side of Henhayes is in a poor state. Trip hazard.	Quotation being sought to lay tarmac dressing on path	Wall is not in TC ownership. Quotes for patch repairs to path being sought.
Severalls hall	Flashing along parapet	Slippage on roof - will need replacement in due course, rendering needs attention.	Quotes being sought.
Bincombe Beeches Nature Reserve	Ash die back - potential threat	TC's arboricultural consultant will be asked to assess and produce a plan for ash management at all CTC's sites	
Happy Valley Skate Park	Request for possible path to skate park	High cost of path likely. Grounds team to look at extending mesh to stabilise a wider area of ground around skate park.	
Henhayes play area	Yellow gate needs replacing and wetpour coming away from edges		Quotes being sought.
Falkland Square Toilets	Flooring issue in new pods	Contractor will come and relay floor in both pods free of charge.	

Amenities Committee: May 2022 Project and Works Report
Part 3: Maintenance "watch list"

Amenity	Description	Status
Henhayes playground	Instances of vandalism to playground equipment	No recent issues. Wetpour around swings and roundabout coming away - quotes being obtained to repair.
Bincombe Beeches	Walkabout	<ul style="list-style-type: none"> • Mountain bike tracks being built. Groundstaff removing where possible. Monitoring.
Happy Valley & Severalls.	Walkabout	<ul style="list-style-type: none"> • Antisocial behaviour and motorbikes on Happy Valley being monitored. * Recent graffiti to teen shelter. Monitoring in conjunction with PCSOs.
Henhayes	Compound for sports club's containers	Ongoing.
George Reynolds Centre	Drainage - historical issues	Contractor has assessed and considers that historical issues with drains could be due to an air pressure issue. To monitor. Management issue.
Happy Valley play area	Problem with edge of sand pit area causing sand to be washed away	To monitor over summer months. Weigh up cost of sleepers against replacement sand.



SUPPORTING REPORTS TO AMENITIES COMMITTEE – 23 MAY 2022

Agenda Item 5 – To consider a quote for the installation of a post & rail fence at the land to the rear of Pithers Court.

Introduction:

Following requests from residents at Pithers Court, the Town Council appointed contractors to clear the overgrown land behind Pithers Court. This work had to be done by contractors due to the height of the wall. If a fence was in place, future maintenance of this area could be safely carried out in house by the Council's grounds maintenance team.

At the Amenities Committee meeting on 14th March 2022, Councillors requested that the Clerk seek quotes for a post and rail fence to enable future maintenance works at this location to be included in CTC's in house schedule.

Update:

The Council's Operations and Amenities Manager has approached three fencing companies for a quote for this work. It has been difficult to get a response out of two, but one has returned with the following:

*Supply & install 61m post and rail fence following the top of the wall.
1.65m tanalised stake. 2 x tanalised.
Access from Pithers Court
£890.00*

Recommendation:

1. That the Council allows a dispensation to proceed on the basis of one quote; the value is under delegated thresholds and the contractor has carried out works for the council previously;
2. That the Council agrees to proceed with the installation of the post & rail fence at a cost of £890.00, money was included in the Grounds Maintenance budget for contractors to carry out maintenance here; this money could be used for the fence and maintenance carried out in house.

K Sheehan, Town Clerk, 17th May 2022.

Agenda Item 6b: Severalls Tennis Courts: to consider quotes for fencing for grassed area to side of tennis courts and resolve to seek the approval of the War Memorial Commemoration Trust to carry out the work required to re-open this area.

Introduction:

The tennis courts and surrounding grassed area at Severalls have been closed for several years, awaiting refurbishment of the tennis courts. The LTA in conjunction with South Somerset District Council have announced plans to fully refurbish both courts in 2022. There is public interest in having the grassed surrounding area reopened, even if the works to the courts have not been completed, in order to have some accessible open green space in this part of town.

As the timescales for the works to the tennis courts have not yet been confirmed by the District Council, the proposal is to open the flat grassed area to the RH side of the courts when facing the Lang Road entrance to the site. This could be fenced off from the main access which contractors would require for the works. A gate in this fence line would mean that following the completion of the works to the courts, the remainder of the area could be opened up. The town council would look to install benches and bins in this flat area, which would make it a good spot for recreation over the summer months.

The War Memorial Commemoration Trust resolved at its meeting on 11th April 2022 to allow the Town Council to seek quotes for fencing to enable this area to be reopened as per the outline plan below:



- Key:** Existing fence ———— Proposed new fence - - - - - proposed new open gated access - - - - -
- Proposed new gate ● - - - - ● proposed new slope with retaining mesh allowing grass to grow ■
- proposed 2 game top tables A proposed one table tennis T A

Update:

The Council's Operations and Amenities Manager has approached three fencing companies for a quote for this work. It has been difficult to get a response out of two, but one has returned with the following:

<p><i>Lang Road:</i> <i>Supply and install 45m chainlink fence</i> <i>1.8m High GPC heavy gauge chainlink</i> <i>Powder coated 2.4m angle iron posts @ 3m spacings set in postcrete</i> <i>Rehang 3.3m wide gate from Barns Street on galvanised hanging/latch post</i> <i>Close of bank at either end with custom weld mesh/angle iron panel</i></p>	<p>£2,585.00</p>
<p><i>Gate access from Lang Road:</i> <i>Fence:</i> <i>Cut chainlink, supply & install</i> <i>2 x angle iron strainers/strut sets set in post crete</i> <i>1 x 1.2m wide wooden pedestrian gate</i> <i>150/150mm tanalised 2.4m hanging/2.1m latch post</i> <i>Gate to open/close both ways and swing shut</i></p>	<p>£820.00</p>
<p>TOTAL:</p>	<p>£3405.00 (excl. VAT)</p>

The Council's grounds maintenance team have indicated that they could potentially carry out the access ramps works in house. There would be additional costs for bins.

Recommendation:

1. That the Council allows a dispensation to proceed on the basis of one quote; additional quotes have been sought but not returned, and this contractor has carried out works for the council previously;
2. That Council agrees to proceed with the fencing quotes as outlined above and ask the grounds maintenance team to carry out the associated landscaping works (cost of materials only).
3. That the Council seeks the formal approval of the War Memorial Commemoration Trust to carry out these works and approve the plan on its behalf at its June meeting.

Agenda Item 6c: To authorise the Clerk to apply for S106 funding for the proposed outdoor table tennis table.

Introduction: As part of the plans outlined in 6b (above), the Council is proposing to install an outdoor table for ping pong.



These tables are priced at approximately £2000 each, depending on supplier and model. The S106 officer at the District Council has indicated that up to 100% of this cost could be met by S106 funding.

Recommendation:

1. That the Clerk submits an application for funding to SSDC in respect of this table.

Agenda Item 7: Barn Street Recreational Area: to receive a report from Cllrs. Samuel & Head and agree a way forward.

Introduction:

Following two public meetings with residents, Cllrs. Head and Samuel have provided the following report to Councillors:

"Questions were answered from the first meeting and the public said that they did not want another meeting but requested for a plan to be devised professionally and put on display at the Local Information Centre (LIC) to view.

The public's requests to be included on the plan:

- *A pathway around the edge of the field – to place grass grids to allow grass to grow through to make it easier for pushchairs and wheelchairs. If there was no available funds, to cut the grass shorter to show a path and possibly lay the grids at another time.*
- *A variation of trees to be planted around the edge so the centre of the field would be left clear.*
- *A few seats with backs to be placed by trees for shade near the pathway.*
- *The No Ball Games sign to be removed.*
- *A new No Dogs sign to be bigger and more prominent.*
- *To allow the field to be more accessible for wheelchairs and pushchairs at the Barn Street gate – possibly a smaller gate to be put in place.*
- *Long grass along the hedgerows and around the trees with wildflowers.*
- *To establish that the field remains a green space and never to be built on."*

Recommendation:

Councillors Head and Samuel recommend the following:

- To engage a landscape architect to produce a professional plan of the whole area to show the path, trees, wildflowers and seating.

Cost implications to be clarified by Councillor Samuel.



Agenda Item 8: to consider a request from Rugbytots for use of Henhayes for training sessions for a trial period of up to six months

Introduction:

The Council has been approached by a group named 'Rugbytots', who wish to run training sessions for younger children at Henhayes all year round. During the rugby season, this training would take place alongside Crewkerne RFC Juniors. In summer months, there is overlap with the cricket club junior training sessions.

The Clerk has spoken to a representative of Crewkerne Cricket Club, who has said that as long as the sessions take place at the far end of the field they have no objection in principle.

Recommendation:

1. That Council agrees to a trial period of up to six months for Rugbytots to use Henhayes on Sunday mornings between 9.30 and 11.00am, starting from 19th June 2022.
2. That Council reviews this activity in due course and considers whether the use of Henhayes by a business is a chargeable activity.

K Sheehan, Town Clerk, 17th May 2022.