

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 15 May 2023, 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)
9 May 2023

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 9 January 2023.
4. Report from the Amenities Chair: to receive an update report.
5. Tennis courts: to receive a progress update from the Town Clerk.
6. Defibrillators: to consider options regarding ownership and maintenance.
7. Air Quality monitor: to consider possible town centre locations.
8. Council Chamber audio/video: to consider a proposal to purchase a meeting Owl to support online streaming of meetings.
9. Happy Valley: to receive a verbal update on recent anti-social behaviour incidents.
10. To receive Matters of Report (for information only).
11. Next meeting: Monday 10 July 2023 following the Planning and Highways Committee meeting, Council Chamber, Town Hall.

Amenities Committee: May 2023 Project and Works Report

Part 1: Projects

| Project | Description | Budget | Status | Comments |
|---|---|---|--|---|
| War Commemoration Trust land | Tennis courts to be refurbished | Within Earmarked Reserves/ LTA SSDC proposal to refurb | October WMCT meeting agreed to proceed with operating model B to procurement stage. | Verbal update from Clerk - commencement due May 2023. |
| Additional town centre long stay parking | New car park on former Millers Garage site | N/A | SSDC lead | Update from SC April 2023 says that progress has been made but no details given. |
| Tree planting schemes across CTC sites | Trees to be planted in agreed areas on Barn St. rec. ground | Trees have been received via a grant. | <ul style="list-style-type: none"> • Meetings at Barn St have been held. | Consultation complete. Works on hold until budget identified. |
| | Replanting at Bincombe following ash removal | Grant from Woodland Trust | To be arranged for autumn. | In progress. |
| Southmead playground wall painting | 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. | August 2023 - graffiti artist booked. |
| Environment initiatives | Air quality monitoring system | Purchased. | <ul style="list-style-type: none"> • Grant application to SSDC successful. • System installed. | Working and data is being received. Q on how Council would like to receive this data? Possible new locations for the unit? Agenda May 2023. |
| | Create nature trail at Bincombe | TBD | Proposal to be worked up. | CLrs 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 | | Transfer of Tommy and oval to CTC as sole trustee of WMCT now agreed. | Complete. |
| Council Chamber at Town Hall | Proposal to revisit professional wiring of Chamber for sound/visuals, also to look at a hearing loop. | TBD. Outlay likely to be quite high - budget consideration. | | Clerk to undertake visit to County Hall to see mobile tech set up used for meetings. Possible meeting Owl? |
| Henhayes playground | Spring riders - one broken. | Funding application sent. | Council has agreed to replace both, Clerk has applied for funding from SSDC (sent December 2022) | Complete. |

Amenities Committee: May 2023 Project and Works Report

Part 2: Maintenance

| Amenity | Description | Status | End date/Comments |
|--|---|---|---|
| GRC | Zoning of heating/electricity usage | Consulting with electrician to see how usage can be managed more efficiently. | Ops Manager reports that the heating zones are controlled and set using terminal in plant room. Zoning for electrical power usage no possible without considerable wiring alterations and cost. |
| | Blinds | Some of the large blinds broken in Beech Suite. Difficulty finding spare parts. | |
| | Thermostatic winders | Window winders broken. Possible consideration for thermostatic replacements to better manage the room's temperature. | Quotes obtained but will need refreshing if councillors want to pursue. |
| | Cracked window unit | Needs replacements. Expensive but needs doing ahead of any film or works to winders. | Ops Manager to refresh quote for replacement window unit. |
| | Solar panels | Need to reassess feasibility. Mark to seek professional advice. | Local suppliers currently inundated - advised to try again 2023. On suppliers list for when they have assessment to look at new customers. |
| Town Hall/Victoria Hall | Ground floor issues of damp, lack of ventilation and poor heating | • Initial report received from consultant. Way forward to be considered based upon this report. | Ongoing. |
| Bincombe allotments | Wall bordering allotments and path is in a poor state of repair | | Back wall repairs complete. Possible patch repairs to wall adjoining slope. |
| Severalls allotment wall | Wall and pillars need repointing | Quotation obtained for repointing. | Final grant paperwork submitted 31.10.22. Confirmed and awaiting contractor availability to carry out work |
| 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 | Report received and initial urgent works passed to tree surgeon for action. Works now scheduled with contractor. Ash removal at cemetery complete, Bincombe Beeches - May 2023. |
| | Stock fencing along entrance post and rail fence | Complaints re dogs getting out under fence -possible fence or hedging required? | Complete. |
| 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. | Difficult to lay tarmac across this area as forms part of underground drainage/soakaway system. |
| Henhayes play area | Rubber mulch surfacing deteriorating | Possible binding solutions to slow down deterioration? | Quotes prohibitively expensive - watch and clear debris. Possible to purchase vacuum attachment for blower to remove debris. |

**Amenities Committee: May 2023 Project and Works Report
Part 3: Maintenance "watch list"**

| Amenity | Description | Status |
|--------------------------------------|--|---|
| Bincombe Beeches | Walkabout | •Mountain bike tracks being built. Groundstaff removing where possible. Monitoring. |
| Happy Valley & Severalls. | Walkabout | • Antisocial behaviour and motorbikes on Happy Valley being monitored. * Recent graffiti to teen shelter. Monitoring in conjunction with PCSOs. Fencing proposals considered in conjunction with Rights of Way, Police, Abri. |
| 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. Drain down at Aquacentre not due until 2024. |
| 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. Ops Manager to cost up replacement sand for spring 2023 - chased supplier again January 2023. |
| Falkland Square toilets | Smoke alarm | Ops Manager to obtain quotes. |
| Henhayes concrete path | Concrete path on far side of Henhayes is in a poor state. Trip hazard. | Wall is not in TC ownership. Path will continue to be damaged by wall debris. Would be preferable if wall was stabilised first, then patch repairs carried out to path. |
| Tree surveys | 5 yearly tree surveys at open spaces | 1. Bincombe Beeches: due 2023 - actioned 2. Townsend cemetery: due 2023 - actioned 3. Happy Valley: due 2026 4. Henhayes Rec Park: due 2026 5. Barn street Rec: due 2026 6. St Barts Churchyard: due 2026 7. Annual inspections of high-risk area trees: • Henhayes Lucombe oak • Henhayes Turkey oak • Barn street rec beech - actioned for 2023 8. Severalls Gardens - actioned for 2023 9. Bincombe allotments - actioned for 2023 |

Amenities Committee: May 2023 Project and Works Report

Part 4: Future Projects list

| Amenity | Description | Comments |
|--------------------------------|-----------------------------|---|
| Falkland Square toilets | Future use of gents toilets | Former gents toilets currently unused - possible future use needs to be identified by Councillors. |
| GRC | Aircon in upstairs rooms | Work will be complete May 2023. Ops Manager to trial programming options. |
| Town Hall | Planned boiler replacement | Aging boiler will need replacing in near future; limited availability of parts means potential to repair is limited - Ops Manager to refresh quotes with a view to proactive replacement summer 2023. |
| Allotment sites | Shortage of allotment land | Awareness of any possible opportunities which may arise to provide additional allotments. Wayford PC have capacity which is being signposted to waiting list and new applicants. |



SUPPORTING REPORTS TO AMENITIES COMMITTEE- 15 May 2023

Agenda Item 6: Defibrillators

To consider options regarding ownership and maintenance.

Supporting information:

The Town Council was recently alerted to an incident where the defibrillator opposite Lidl was required for an emergency. On requesting access via 999, the call handler advised that this unit was no longer registered on the system and was unable to activate an access code.

Further enquiries have been carried out and ownership of the defibrillator unit has been ascertained. The owner is no longer located in the George and is unable to support the unit. They have advised they would be willing to transfer ownership to the Town Council to enable the unit to be properly serviced and registered.

One other defibrillator unit in town is also currently out of use.

Cost implications:

Should Town Councillors wish to take ownership of the defibrillator(s), there will be cost implications in terms of servicing, replacement pads etc.

Fortnightly 'guardianship' checks are likely to be required.

Recommendation:

Councillors are requested to consider cost implications against benefit of having working defibrillators across town which can be accessed and used in an emergency.



Agenda Item 8: Council Chamber audio/video.

To consider a proposal to purchase a meeting Owl to support the online streaming of meetings.

Supporting information:

The Chair and Vice Chair of Amenities are proposing to purchase a meeting Owl to improve the reliability of streaming Council meetings online.

Cost implications:

A meeting Owl costs £1,049 and can be sent back withing 30 days of purchase if unsuitable.

Recommendation:

Councillors to consider how they would like to proceed.

K Sheehan, Town Clerk, May 2023.