

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 11 September 2023**, following the Planning and Highways Committee meeting, and not commencing before 19.00 in the Beech Suite, George Reynolds Centre, 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)
5 September 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 10 July 2023.
- 4. Report from the Amenities Chair:** to receive an update report.
- 5. Tennis courts:** to receive a verbal update from the Clerk.
- 6. Severalls allotments:** to receive a verbal update on works to change water supply.
- 7. GRC Room hire rates:** to confirm hiring arrangements for sports clubs, including a session fee for the changing rooms.
- 8. Happy Valley outreach:** to confirm extending outreach provision until half term.
- 9. Tree reports:** to note that the five yearly tree report at Bincombe Beeches has been completed, to note budgetary implications, and to note the annual tree report for the Henhayes Oaks and Barn Street Beech.
- 10. Replacement boiler at Town Hall:** to consider quotations to replace the boiler at Town Hall.
- 11. Henhayes car park:** to consider a request from Crewkerne Health Centre to close the car park for two days in support of the flu vaccination programme.
- 12. To receive Matters of Report** (for information only).

- 13. Next meeting:** Monday 13 November 2023, following the Planning and Highways Committee meeting, Council Chamber, Town Hall.

Amenities Committee: September 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 | Works under way. | Gate installation scheduled early September. Surfacing delayed by remedial works to nearside of courts. |
| Southmead playground wall painting | New car park on former Millers Garage site | N/A | Somerset Council project. | SC awaiting submission of planning application. |
| 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. | 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 conjunction with Bincombe Beeches activity day. | In progress. WT trees to be delivered November. Additional trees sought for Oct. |
| Southmead playground wall painting | Wall had been painted as a young people's project. Wall rendering has been repaired. | | Complete | Successful graffiti day held in August. |
| 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? Ops Manager to investigate locations. |
| | Create nature trail at Bincombe | TBD | Proposal to be worked up. Chainsaw artist additional sculptures to form trail. | Activity day delegated to Deputy Clerk and Working Party |
| Tommy' | Proposal to obtain funding for professional conservator cleaning | WMT part funded | Application in progress | Awaiting quotes to submit funding application. |
| 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. | Owl purchased. Hearing loop still required. | Budget consideration 24/25 |
| | Boiler replacement | EMR | Likely to be more expensive than anticipated due to commercial nature of job | 1st quote obtained - further quotes will be required. On agenda for consideration if second quote arrives in time. |
| | BT boxes need repainting | External - BT responsible | Deputy Clerk has requested BT paints both boxes. | |
| | Exterior woodwork | | Doors and windows need repainting | Quotes being sought |
| Henhayes | Fence broken | In house | Grounds team to fix and treat. | |
| Allotments water provision | Non compliant tap must be removed | | Need to provide alternative water solution | Tap removed - Ops Manager ordering kit. |

Amenities Committee: September 2023 Project and Works Report

Part 2: Maintenance

| Amenity | Description | Status | End date/Comments |
|---------------------------------------|---|---|--|
| GRC | Cracked window unit | Needs replacement. Expensive but needs doing ahead of any film or works to winders. | Replaced August 2023. Complete. |
| | Solar panels | Need to reassess feasibility. | Ops Manager to investigate feasibility. |
| | Assembly point signage | Needs improving, Ops Manager actioning. | |
| 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. | Ops Manager to assess intake from existing air handling system. Drainage along eastern wall is a concern and needs rectifying before internal works take place. To be reviewed once heating system upgraded. |
| Severalls allotment wall and pillards | 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 - anticipated start Aug/Sept. |
| 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 | Year one ash works now 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. |
| Aqua Centre | Broken lamp post | Town Clerk identifying ownership in conjunction with Somerset Council/National Grid | Chased SC for information September 2023. |

**Amenities Committee: September 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. Ops Manager to assess safety matting. |
| Henhayes | Compound for sports club's containers | Ongoing. Ops Manager seeking quotes to have an old container removed. |
| 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. Grounds team monitoring sand loss. |
| Falkland Square toilets | Defective floor in pods | Ops Manager contacting Danfo. |
| 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 |
| 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. |
| Henhayes play area | Rubber mulch surfacing deteriorating | Possible binding solutions to slow down deterioration? Quotes prohibitively expensive. To monitor. |

Amenities Committee: September 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. Quotes being sought to level ground at rear to improve storage |
| 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. |