

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 11th May 2026**, following the meeting of the Planning & Highways Committee, and not commencing before 19.00, in the Council Chamber, Town Hall, Market Square, Crewkerne for the purpose of transacting the business outlined on the agenda below.

Notes:

- **The recording of the meeting will be uploaded for members of the public who wish to view it via the following link: [Crewkerne Town Council - YouTube](#)**
- **Members of the public requiring assistance or reasonable adjustments to aid their attendance at council meetings are asked to contact the Council Offices in advance using the above contact details. Documents are available in large print by request.**
- **Recording of meetings is permitted under the Openness of Local Government Bodies Regulations 2014; please refer to the Council's Policy on Audio/Visual Recording & Photography at Meetings ([Recording Meetings policy](#))**
- **Public participation is welcome during the allocated Public Open Forum session, please refer to Section 3 of the Council's Standing Orders ([Standing-Orders-May-2025.pdf](#))**

Gemma Hughes PSLCC, Town Clerk (signed on original)
5 May 2026

Agenda

- 026/2526** **To receive and approve apologies for absence.**
a. To record members present:
Schedule 12 of the Local Government Act 1972 requires:
- a record be kept of the members in attendance.
 - this record forms part of the minutes of the meeting.
 - Members who are unable attend a meeting should tender apologies in advance to the Town Clerk and the grounds for apologies tendered will also be recorded.
- b. To approve any apologies for absence:
Section 85(1) of the Local Government Act 1972 requires:
- Members present to decide if the reason(s) for a member's absence are acceptable.
- 027/2526** **To receive declarations of pecuniary or personal interests in items on the agenda and any dispensations.**
The Localism Act 2011 and the Council's Code of Conduct requires:
- Members to declare any interests not currently recorded in the Member's Register of Interests or not notified to the Monitoring Officer of it.
 - Requests for Dispensations should be made in writing to the Clerk in advance of the meeting.
- 028/2526** **To approve the draft minutes of the Amenities Committee meeting held on 12 January 2026.**
- 029/2526** **Public Open Forum:** Questions may be put to the Council 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. The Chair reserves the right to vary or extend these time limits.

030/2526 **Report from the Amenities Chair:** to note the updated progress matrix.

031/2526 **To receive Matters of Report** (verbal reports for information only).

032/2526 **Next meeting:** Monday 13 July 2026, following the Planning and Highways Committee, Council Chamber, Town Hall.

Amenities Progress Report: external

5th May 2026

Town Hall / Victoria Hall	
Town Hall exterior doors, windows and interior window frames and sills.	<ul style="list-style-type: none"> • Exterior work currently taking place • Water ingress from blocked gutters/roof. Flat roofing works scheduled
Drainage at side of Town Hall (water accumulating against side of building)	<ul style="list-style-type: none"> • Awaiting a date from Highways for a meeting
Plinth	<ul style="list-style-type: none"> • Works to be scheduled
Victoria Hall hearing loop	<ul style="list-style-type: none"> • Awaiting a site visit from one contractor
Town Hall letters	<ul style="list-style-type: none"> • Seeking quotes
Victoria Hall sign/lettering	<ul style="list-style-type: none"> • Seeking quotes

George Reynolds Centre (GRC)	
Lucombe Oak	<ul style="list-style-type: none"> • Lucombe Oak Lighting: Pre planning submitted end February 25. Pre Planning advice is to have another bat survey at the opposite time of year. Second survey confirmed no bats in the tree. Money to be added to the 2026/27 budget.

Cemetery, Lodge and Chapel	
Chapel Alarm	<ul style="list-style-type: none"> • In the process of switching contractors
Chapel CCTV	<ul style="list-style-type: none"> • CCTV in the chapels –internal use only. Seeking quotes
Outstanding railings (JBC)	<ul style="list-style-type: none"> • Gates complete. JBC to reconsider railings? High cost. Still awaiting a second quote. Locking nuts have been fitted to the gates. Defer to 2027.
Paths (JBC)	<ul style="list-style-type: none"> • Trial areas in old section. To look at extending the paths, and better weed suppression fabrics
Rear internal workshop chapel wall	<ul style="list-style-type: none"> • Install break glass to monitor movement. Works completed, now ready to be fitted.
Memorial inspections (JBC)	<ul style="list-style-type: none"> • Completed

Amenities Progress Report: external

Internal workshop chapel walls	<ul style="list-style-type: none"> • Awaiting quotes for repainting
Boundary fencing	<ul style="list-style-type: none"> • Fencing required on the cemetery/TW boundary as it is becoming a cut through.
Boundary hedging	<ul style="list-style-type: none"> • Laurel hedging required to fill the gaps in the hedge line. These will be planted in the Autumn.

Playgrounds / Allotments / Open Spaces etc	
Henhayes	<ul style="list-style-type: none"> • Woodwork: bollards outstanding – chain as an interim measure, rear Aqua Centre fence outstanding for staining. Schedule for a Volunteers Day. Concrete bollards?
Happy Valley	<ul style="list-style-type: none"> • Floodlights - Lights installed but very bright. Need to be fitted with a shade to direct the light. Completed. • Sand pit - agreed to remove sand and replace with play equipment. Quotations being sought.
Bincombe Allotment Wall	<ul style="list-style-type: none"> • Surveyors report received and needs consideration. To pick out priorities – top 30m is the priority. To be rebuilt with internal breeze blocks and faced with Crewkerne stone. Seeking quotes.
Pithers Court	<ul style="list-style-type: none"> • Removal of railing section at entrance to allow access to Pithers court site, initial clearance of large debris and removal of small / dead trees. (Allowed size to be confirmed). Use of strimmer's / flail to clear undergrowth. • To get a quote on removal of tree stump in cleared area to support the creation of a small allotment. To look at options for clearing undergrowth growing over the side wall at the allotments. (Adjacent to Bincombe Lane Path)
Bincombe Beeches	<ul style="list-style-type: none"> • Access code to be changed on a monthly basis • To review tree inspection contract
Tennis Courts - Severalls	<ul style="list-style-type: none"> • Fencing around edge is loose. This will involve drilling into the new court – monitor for now. • Fly tipping at the side of the courts from the adjacent property – raise with Abri and the Police. • Signage needed on the gate for how to book the courts
Land off Easthams Road	<ul style="list-style-type: none"> • Transfer paperwork ready – To liaise with TW. Fencing is outstanding and there are concerns about debris in NW corner of land. Outstanding works – fencing, clearance and dormouse survey.
Allotments	<ul style="list-style-type: none"> • Tap removal planned at Severalls – getting quotes.
Market Street bus shelter	<ul style="list-style-type: none"> • Stuck with Highways. Once signed off by SIS team will go out for consultation. Highways have declined request to relocate tree. Outstanding

Additional Items	
Fingerpost refurbishment	<ul style="list-style-type: none"> • Town Centre heritage fingerposts need realigning and painting. Permanent fix being considered.

Amenities Progress Report: external

Playground inspection reports follow up	<ul style="list-style-type: none"> • ARC seeking quotes for rectification work following annual report. PRIORITY – Henhayes. Rope bridge replacement to be scheduled.
Town benches	<ul style="list-style-type: none"> • Town centre benches need some attention/cleaning. • Two new benches to be installed at Barn Street
SID poles and additional SID.	<ul style="list-style-type: none"> • Additional poles on Kithill have been applied for. Ashlands Road is no longer required as there is an existing pole that can be used.
Hanging Baskets	<ul style="list-style-type: none"> • Two brackets above benches on the Town Hall have been relocated to the GRC. All brackets awaiting a weight test.
Henhayes/GRC area	<ul style="list-style-type: none"> • X4 blocked drains. Quotes being sought.