

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 10th November 2025**, 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:

- **Members of the public can access the meeting which will be uploaded via the following link:**
<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>.
- **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.**
- **Assistive listening devices are available at public meetings – please see a member of staff prior to the start of the meeting.**
- **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-Feb-2022.pdf](#) (crewkerne-tc.gov.uk)).**
- **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-2024.pdf](#) (crewkerne-tc.gov.uk)).**

Gemma Hughes, Town Clerk (signed on original)
4 November 2025

Agenda

- 001/2526 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.
- 002/2526 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.
- 003/2526 To approve the draft minutes of the Amenities Committee meeting held on 12 May 2025.**
- 004/2526 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
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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.

- 005/2526** **Land at Easthams Lane:** to receive a verbal update from the Town Clerk.
- 006/2526** **Happy Valley:** To receive the results of the play equipment consultation.
- 007/2526** **Lucombe Oak:** To note the updated bat survey and progress on the project.
- 008/2526** **Bincombe Beeches Working Group:** To receive a verbal update on the Management Plan.
- 009/2526** **Youth Provision:** To receive a verbal update on the youth service contract and upcoming tender for 2026–2027.
- 010/2526** **Severalls Tennis Courts:** To receive a report on the second year of the courts' opening and usage.
- 011/2526** **Report from the Amenities Chair:** to note the updated progress matrix.
- 012/2526** **To receive Matters of Report** (verbal reports for information only).
- 013/2526** **Next meeting:** Monday 12 January 2026, following the Planning and Highways Committee, Council Chamber, Town Hall.

Report subject	To receive the results of the Happy Valley play equipment consultation
Committee name	Amenities Committee
Meeting date	Monday 10 th November
Report author	Gemma Hughes, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	Members of the public
Decision required?	Yes

1. Purpose

To receive the results of the public engagement exercise regarding the future of the Happy Valley sandpit and to determine the next steps.

2. Background information

2.1 Following the earlier consultation on the future of the Happy Valley sandpit, a further engagement exercise was undertaken at the Happy Valley Skate Jam event in August 2025. The purpose of this exercise was to obtain the views of local families and regular park users on potential replacement play equipment for the sandpit area.

2.2 Participants were invited to indicate their preferred options from a range of suitable play equipment for the location. The results of this engagement exercise are illustrated in the graph below.

3. Detailed Consideration

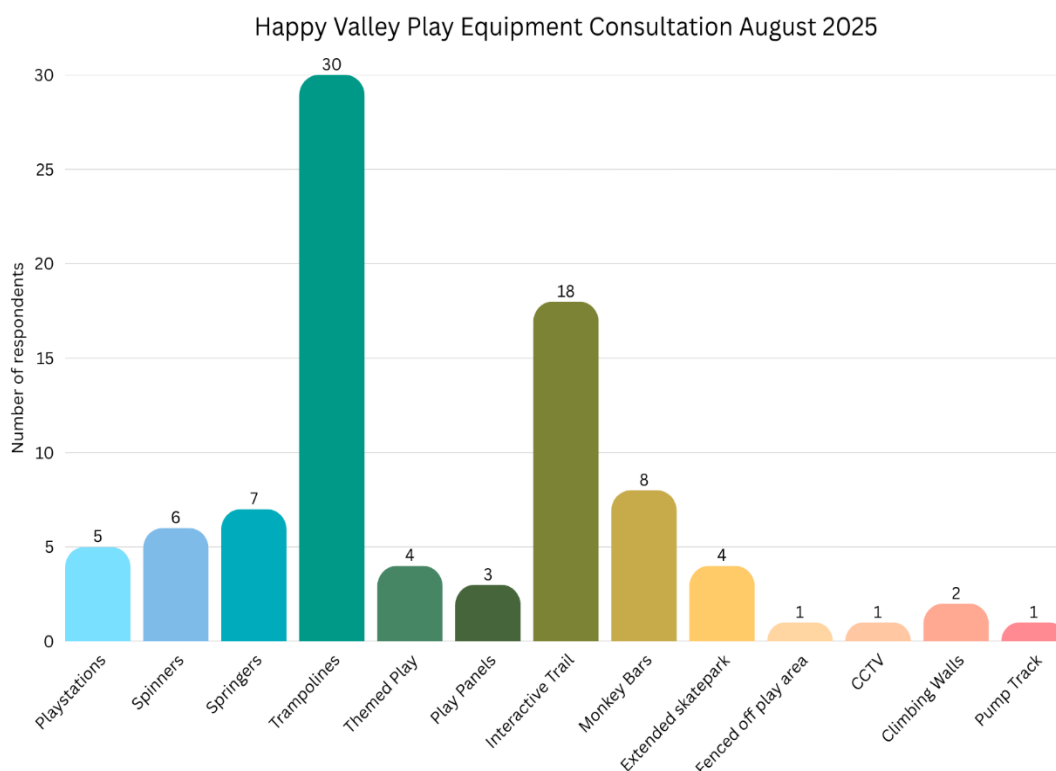
3.1 The Happy Valley sandpit has been under review by the Happy Valley Working Group due to ongoing concerns relating to maintenance and hygiene, including:

- Displacement of sand, requiring regular top-ups;
- Discovery of sharp objects, such as broken glass;
- Use of the sandpit by animals as a litter area; and
- The need for frequent replacement of contaminated sand.

3.2 The engagement exercise provided valuable feedback from residents and park users.

3.3 Results of the Engagement Exercise:

The most popular choice was a trampoline, followed by an interactive trail, and monkey bars in third place.



3.4 It is proposed that the Town Clerk and Amenities team identify a selection of suitable play equipment based on these preferences and obtain quotations for supply and installation, for future council consideration.

4. Financial implications

There is currently no specific allocation within the existing budget for this project. However, the associated costs will be considered as part of the current budget proposals for 2026/27.

5. Council Action Plan objectives supported

- 1.2.2 Improve Accessibility
- 1.2.3 Replace end-of-life play equipment

6. Recommendation

- 6.1. That Council **RESOLVES:**
- a) To proceed with the proposal to remove the sandpit at Happy Valley and replace it with appropriate play equipment and safety surfacing; and
 - b) To delegate authority to the Town Clerk to identify suitable equipment options and obtain quotations for future consideration by council.

Report subject	To note the updated bat survey on the Lucombe Oak
Committee name	Amenities Committee
Meeting date	Monday 10 th November 2025
Report author	Gemma Hughes, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	Somerset Council and an ecologist
Decision required?	No

1. Purpose

1.1 To note the results of the updated Bat Survey in relation to the proposed installation of lighting at the Lucombe Oak and to determine the next steps.

2. Background information

2.1 Councillors previously agreed to progress the proposal to install lighting at the Lucombe Oak.

2.2 As part of this process, a Pre-development Bat Activity and Emergence Assessment Report was commissioned, and a planning pre-application was submitted to Somerset Council.

2.3 The ecological consultation response to the pre-application advised that the tree was classified as having moderate potential for roosting bats. In accordance with the Bat Conservation Trust (BCT) guidelines, once a tree has been assigned roosting potential, a Potential Roost Feature (PRF) Inspection must be undertaken by a licenced ecologist, with a minimum of a BCT Level 2 licence.

2.4 It was noted that the original surveyor had undertaken emergence surveys instead of the required PRF inspection. The Clerk therefore requested that the original ecologist revisit the site to complete the PRF inspection.

3. Detailed Consideration

3.1 The results of the updated PRF inspection are attached for reference. The report concludes that:

“No evidence of current or historical bat use of the subject tree has been found despite thorough survey effort. Moderate-quality potential roost features (PRFs) are present but unused.

Existing artificial lighting is the dominant cause for minimal foraging or commuting by

bats near the tree. Proposed lighting, if tightly managed, is predicted to have negligible additional effects."

3.2 The findings indicate that the proposed lighting installation, if designed and managed in line with appropriate ecological guidance, will have negligible additional impact on local bat activity.

4. Financial implications

There are no immediate financial implications arising from this report, however, associated costs will need to be considered as part of the current budget discussions for 2026/27.

5. Crime and Disorder considerations

Improved lighting at the Lucombe Oak is expected to contribute positively to community safety by increasing natural surveillance and reducing the potential for anti-social behaviour in the vicinity.

6. Council Action Plan objectives supported

3.11 Improve area under Lucombe Oak and provide Christmas lights

7. Recommendation

- 7.1. It is recommended that the council **NOTES** the findings of the updated Bat Survey report and the ongoing development of the Lucombe Oak lighting project.

Report subject	To receive a report on the second year of the tennis courts' opening and usage.
Committee name	Amenities Committee
Meeting date	Monday 10 th November 2025
Report author	Gemma Hughes, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	Clubspark
Decision required?	No

1. Purpose

1.1 To provide Councillors with an update on the usage and performance of Severalls Tennis Courts following the second year of operation (1 October 2024 – 1 October 2025).

2. Background information

2.1 Following the first year of operation, the Chair and Vice Chair of Amenities requested a usage update report be prepared and presented to the Amenities Committee.

2.2 In the first year of use (1 October 2023 – 1 October 2024), 552 bookings were made. The booking software counts sessions rather than hours, so this does not reflect the exact total of court hours used.

2.3 There were 154 registered tennis court users in the first year.

2.4 The courts generated £1,904 in income during the first year.

2.5 A free-of-charge open day was held, attracting 43 attendees for adult and child coaching sessions.

2.6 Tennis coaching was provided over three half terms, with lessons for two child age groups and one adult session each week. Coaching ceased for the winter due to the absence of court lighting.

3. Detailed Consideration

3.1 In the second year of operation (1 October 2024 – 1 October 2025), 506 bookings were recorded. There were 146 active members (annual pass holders) and 107 lapsed members. Total income generated since opening now stands at £2,730. Deducting the first year's income (£1,904) gives second-year income of £826.

3.2 The total number of bookings has decreased slightly in year two (506 compared with 552 in year one), and the number of active members has also reduced slightly. This is not unexpected, as a modest decline in usage often occurs once the initial interest following a facility's opening begins to stabilise.

3.3 Tennis coaching hasn't taken place this year due to low numbers the first year.

3.4 Overall, the courts continue to provide a valued recreational facility for the community, maintaining a steady level of usage and generating income for the Council.

3.5 Summary Table – Year 1 vs Year 2

Metric	Year 1 (2023–24)	Year 2 (2024–25)
Bookings	552	506
Active Members	154	146
Lapsed Members	N/A	107
Income (£)	1,904	826
Total Income to Date (£)	1,904	2,730

3.6 The Administration Officer has been carrying out monthly follow-ups on Tennis Court Passes that are due to expire.

4. Financial implications

4.1 Total income generated since the courts opened is £2,730. The income in the second year was £826, compared with £1,904 in the first year. This will continue to contribute to the sustainability of the facility and towards any maintenance required.

5. Recommendation

5.1. It is recommended the council **NOTES** the report on the second year of operation for Severalls Tennis Courts, including usage statistics, membership levels, and income generated.

Amenities Progress Report: external

31st October 2025

Town Hall / Victoria Hall	
Christmas Lighting Up	- To investigate a 'dolly' to assist with moving the crib - Brace/collar for town tree – needs adjustment to account for angle of slope. May not be needed this year - Lucombe Oak Lighting: Pre planning submitted end February. Pre Planning advice is to have another bat survey at the opposite time of year. Survey confirmed no bats in the tree. Money to be added to the 2026/27 budget. - Water ingress from blocked gutters/roof. Two quotes received, awaiting a third.
Town Hall exterior doors, windows and interior window frames and sills.	Tender has been prepared to go out to contractors. Two quotes received, awaiting a third quote. To go in the budget for 2026/27.
Drainage at side of Town Hall (water accumulating against side of building)	Drain is not in TH curtilage, reported to Highways again on 7.1.24 as flooding. Consider Perspex to protect building?
Town Hall/Vic Hall fire assembly point signage	Questions over fire wardens, extinguisher training, wheelchair refuge still need to be resolved
Town Hall fire risk assessment	Completed Sept 24. Follow up actions above still to do.
Plinth	Minor remedial works recommended. The works will now have to be scheduled after Christmas.
Victoria Hall Hearing Loop	Break identified in loop. Quotes sought for works to be reviewed in conjunction with CUDOS. The cost of the standard system will be put into the 2026/27 budget. A newer system is also available at an additional cost.
Flagpole	Rope is wearing thin and will need replacement before it snaps. It will be installed in Nov 2025 when Cherry Picker available.

George Reynolds Centre (GRC)	
All actions completed	

Cemetery, Lodge and Chapel	
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Amenities Progress Report: external

Chapel Alarm	To seek a quote to take over contract from 1.4.25 – defer to 2026.
Chapel CCTV	CCTV in the chapels –internal use only. Still awaiting second quote. CCTV signage in the meantime?
Outstanding railings (JBC)	Gates complete. JBC to reconsider railings? High cost. Still awaiting a second quote. Locking nuts have been fitted to the gates.
Paths (JBC)	Remaining paths upgrades almost complete. Trial areas in old section – agreed to go with matting for one path from 1st April and monitor over one cutting season. To look at extending the paths, and better weed suppression fabrics
Rear internal workshop chapel wall	Install break glass to monitor movement. This will need to be fitted after the works have been completed.
Memorial inspection (JBC)	One member of staff has completed training. The old section has been completed; work is taking place on the new section.
Internal workshop chapel walls	Second coat drying out, then skim will take place. The contractor is returning in November to see if it has dried. Skim outstanding.
Boundary fencing	Fencing required on the cemetery/TW boundary as it is becoming a cut through.
Boundary hedging	Laurel hedging required to fill the gaps in the hedge line. A fence will also be required to prevent the deer from eating it

Playgrounds / Allotments / Open Spaces etc	
Henhayes	Woodwork: bollards outstanding – chain as an interim measure, rear Aqua Centre fence outstanding for staining. Schedule for a Volunteers Day. Concrete bollards?
Happy Valley	- Floodlights - Lights installed but very bright. Need to be fitted with a shade to direct the light. Currently the timer has been altered so then go off at 8pm rather than 10pm - Sand pit - agreed to remove sand and replace with play equipment. In the budget for 2026/27. Quotations to be arranged - Central path - Trial mesh surfacing and back fill with topsoil as will be difficult to remove tree roots. 2m width will need to be allowed for wheelchair users. Two quotes received, awaiting a third.
Bincombe Allotments	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. In the budget for 2026/27. One quote received.
Pithers Court	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.

Amenities Progress Report: external

	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	- Year 2 Ash Die Back works and other outstanding works in tree survey need scheduling. Planning consent granted. Works scheduled for November. The trees will be chipped and the left on site to use for the paths. Query over whether the trunks can be left? - Access code to be changed on a monthly basis
Tennis Courts - Severalls	- 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 – will raise with Abri and the Police
Land off Easthams Road	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	Tap removal planned at Severalls – getting quotes.
Market Street bus shelter	Stuck with Highways. Once signed off by SIS team will go out for consultation. Highways have declined request to relocate tree.

Additional Items	
Fingerpost refurbishment	Town Centre heritage fingerposts need realigning and painting. Permanent fix being considered.
Aqua Centre	- Overgrowth needs removing from the front of the building. - Outside space to the side of the building needs repair/tidying. Wooden posts rotted. Seek cost effective options
Playground inspection reports follow up	ARC seeking quotes for rectification work following annual report. PRIORITY – Henhayes. Awaiting one more quote.
Gritting	Insurance advice on gritting: <i>Essentially it is a question of what is reasonable for an organisation with your responsibilities and resources – if manpower/budget was limitless I'm sure you would grit everything every day during the colder months!</i> <i>Seeing as resources are limited the best course of action would be to risk assess and identify the areas which present the largest risk and grit those as frequently as reasonably possible.</i> <i>This could be the areas with the highest footfall or if you have a set of steep steps where a slip could be more dangerous than a flat footpath then these should be prioritised.</i>

Amenities Progress Report: external

	<i>If you are being contracted to grit a third-party pathway you'll just need to also risk assess and ensure you have adequate resources to fulfil the requirements.</i> • High priority areas: Front of Town Hall (ski slope), LIC steps, path at side of Town Hall, Lucombe Oak and Aqua Centre paths, also cemetery where required.
Town benches	• Town centre benches need some attention/cleaning.
Town interpretation boards	• The boards are on order, awaiting delivery.
SID poles and additional SID.	• Additional poles on Kithill have been applied for. Ashlands Road is no longer required as there is an existing pole that can be used. • Old SID currently not working, will need some maintenance. Call booked with the supplier to troubleshoot.
Mower	• New mower has been registered; the old mower needs to be serviced.
Martyn's Law implications	• Await further government guidance but be aware of implications for events and venues. Draft policy once guidance has been received.
Bowser disposal	• Request for disposal of unused bowser.
Hanging Baskets	• Risk assessment to include brackets?
Henhayes/GRC area	• x3 blocked drains