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Crewkerne
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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 9 November 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)**

Gemma Hughes PSLCC, Town Clerk (signed on original)
3 November 2026

Agenda

023/2627 **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.

024/2627 **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.

025/2627 **To approve the draft minutes of the Amenities Committee meeting** held on 7 September 2026

026/2627 **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.

027/2627 **Victoria Hall:** To review quotations for internal repairs and repainting of the stairwell and lobby

028/2627 **Tennis Courts:** To note the annual tennis court usage and consider a review of hire charges

029/2627 **Bincombe Wall:** To receive an update on the progress of the repairs

030/2627 **Report from the Amenities Chair:** to note the updated progress matrix

031/2627 **To receive the following minutes:**

a) Christmas Working Group: 3 August 2026

b) Christmas Working Group: 9 September 2026

032/2627 **To receive Matters of Report** (verbal reports for information only).

033/2627 **Next meeting:** Monday 11 January 2027, following the Planning and Highways Committee, Council Chamber, Town Hall.

Crewkerne Town Council

AGENDA ITEM 027/2627

Report subject	To review quotations for internal repairs and repainting of Victoria Hall lobby and stairwell
Committee name	Amenities Committee
Meeting date	Monday 9 November 2026
Report author	Gemma Hughes, Town Clerk
Report contact details	townclerk@crewkerne-tc.gov.uk
Consultees	n/a
Decision required?	Yes

1. **Purpose**
   To review quotations received for internal plaster repairs and redecoration at Victoria Hall (Grade II listed), consider alternative colour schemes and agree the way forward.

2. **Background information**
   Following a recent roof leak, some lime plaster at the top of the entrance stairwell has been damaged. There are also other areas of cracking and flaking plaster throughout the lobby which require attention.

   Quotations have been sought for plaster repairs, wall and ceiling decoration, internal woodwork and the wrought iron stair balustrade.

3. **Detailed Consideration**
   <u>Quotations received</u>
   Contractor A – £22,415 plus VAT (£26,898 total)
   Includes lime plaster repairs (up to 3 sqm), distemper painting to walls and ceilings, preparation and decoration of internal woodwork and the wrought iron balustrade, and lead paint testing (£265). Additional plaster repairs, significant woodwork repairs, balustrade repairs and any specialist lead paint treatment are excluded and may incur further costs. Additional works are charged at £40 per hour plus materials.

   Contractor B – £8,700 (not VAT registered)
   Includes removal and replacement of water-damaged plaster using lime render/plaster, wall preparation and oil-bound distemper, decoration of doors, window cills and wrought ironwork using linseed oil paint, oiling of handrails and ceiling decoration, including scaffolding. The quotation includes labour and materials but does not specify the extent of repairs or number of paint coats.

   Contractor C – £12,813.60 plus VAT (£15,376.32 total)
   Includes replastering and decoration in accordance with the emailed specification. Colours are to be agreed before works commence. Access to the stairs would need to be restricted for approximately 2.5 weeks.

Contractor D – £7,144 plus VAT (£8,572.80 total)
Includes scaffolding, protection to floors and handrails, preparation and painting of walls and metalwork, localised filler repairs to water-damaged plaster and clearance on completion.

The contractor considers the existing plaster to be gypsum and has not allowed for lime plaster repairs. Cracks would be repaired using decorators' filler and standard emulsion paint would be used rather than distemper. Ceiling decoration is excluded. Access to the stairs may be partially restricted during the works.

Comparison and Considerations
The quotations differ in both scope and proposed materials. Contractor A has provided the most detailed breakdown, while Contractors B and C have provided broader quotations. Contractor D's proposed methods and materials differ from the specification sought by the Operations Manager.

Proposed Review of Internal Colour Scheme
As part of the redecoration, the Council may wish to consider whether to retain the existing peach and red colour scheme or explore alternatives. The existing dark blue carpet is to remain, and alternative wall colours could provide a more complementary overall appearance.

Three options are suggested:
1. Warm stone/cream upper walls with a heritage green lower section.
2. Soft sage green upper walls with a darker green lower section.
3. Warm neutral upper walls with a muted blue/grey lower section.

Heritage paint manufacturers offer distemper in a range of traditional colours, including stone, cream, sage, olive and muted blue/grey. Colour matching and bespoke shades may also be available, subject to the manufacturer's range and the contractor's specification.

Mock-ups of the proposed colour combinations are provided at **Appendix A**. Final shades would be agreed following review of samples within the building. The chosen contractor should confirm the suitability of the paint formulation for the existing surfaces and any plaster repairs.

4. Financial implications
The quotations are summarised below:

Contractor	Total Payable
A	£26,898.00
B	£8,700.00
C	£15,376.32
D	£8,572.80

The quotations are not directly comparable due to differences in scope and materials. Additional costs may arise from unforeseen repairs or changes to the specification.

5. Recommendation

5.1.	It is recommended that the Council:
a)	Review the quotations received and consider the differences in scope, cost and proposed materials.
b)	Consider whether to retain the existing colour scheme or agree an alternative.
c)	Agree a preferred contractor and delegate the necessary arrangements to the Operations Manager, subject to any necessary clarification, budget availability and approvals.

Appendix A

Current colour scheme Peach/Red







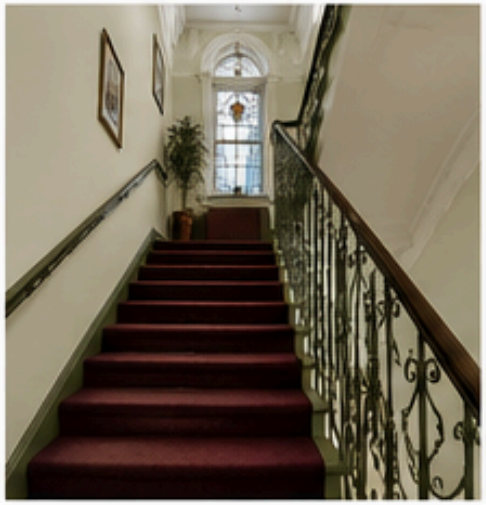


Option 1
Warm Stone/Cream with Heritage Green



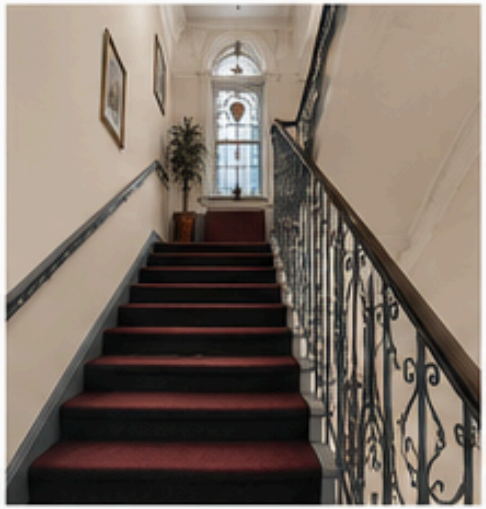


Option 2
Soft Sage Green with Deeper Green Details





Option 3
Warm Neutral with Muted Blue-Grey





Please note that these are mock-ups just to show the possible colour schemes. The final result may vary slightly.

Crewkerne Town Council

AGENDA ITEM 028/2627

Report subject	To note the annual tennis court usage and consider a review of the hire charges
Committee name	Amenities Committee
Meeting date	Monday, 9th November 2026
Report author	Shaheda Syeda Bowen, Deputy Town Clerk
Report contact details	DeputyClerk@crewkerne-tc.gov.uk
Decision required?	Yes

1. Purpose

1.1. To provide councillors with an update on the usage and performance of Severalls Tennis Courts following the third year of operation (1 October 2025 – 1 October 2026).

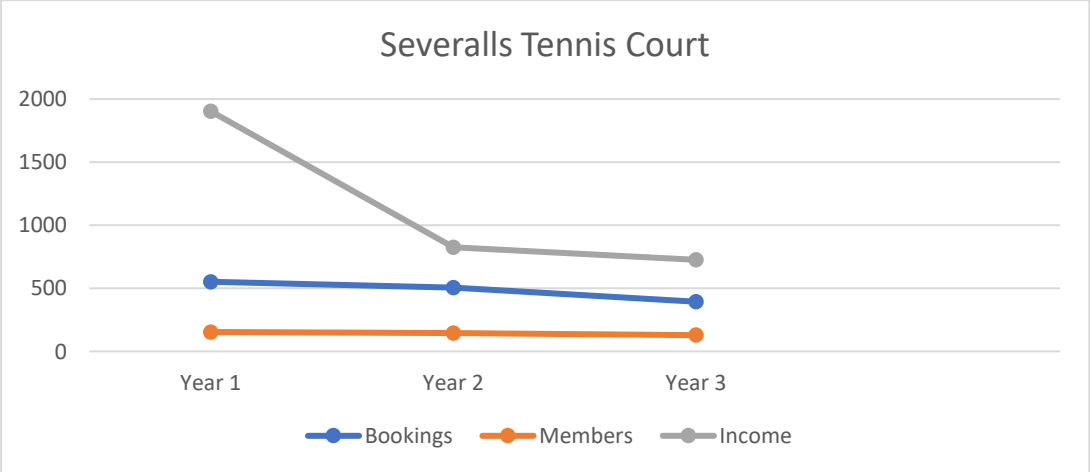
2. Background information

Annually an update usage report is presented to the Amenities Committee;.
Please note, the booking software counts sessions rather than hours, so this is not an accurate reflection of total court hours used.

2.1. In the first year (1 October 2023 – 1 October 2024) 552 bookings were made.
In the second year (1 October 2024 – 1 October 2025) 506 bookings were made.
In the third year (1 October 2025 – 1 October 2026) 394 bookings were made.

2.2. In the first year there were 154 registered tennis court users.
In the second year there were 146 active tennis court users and 107 lapsed members.
In the third year there were 129 active tennis court users and 191 lapsed members.

2.3. The courts generated £1,904 in income during the first year.
The courts generated £826 in income during the second year.
The courts generated £726 in income during the third year.



3. Detailed Consideration

3.1. Total income generated since opening now stands at £3,456.00.

3.2. This year there was no tennis coaching due to lack of interest the previous year, so there was no free-of-charge open day for coaching.

3.3. The total number of bookings has decreased slightly year on year. The courts continue to provide a valued recreational facility for the community, generating income for the Council.

3.4. It has not been possible to carry out monthly follow-ups this year due to staff workload, which may have had an implication on lapsed memberships.

4. Financial implications

4.1. In Year 4 the courts will require a deep clean to clear the surface of weeds and moss.

4.2. In April 2027, LTA have suggested a price increase to £7.00 per game, £38.00 per annum.

4.3. In Year 5 it may be necessary to repaint the courts. This will need to be accounted for in the budget 2027/2028.

5. Recommendation

5.1 It is recommended that the Council:

a) note the details in the report; and

b) consider increasing the fees as per the LTA's recommendation.

To receive an update on the progress on the Bincombe Wall Repairs

9 October 2026

First stage before and after photos.





20 October 2026

Close to the top of section one.





29 October 2026

Stone delivery.



29 October 2026

Half of the new stone mortared in place as traditional ‘cock and hen’ on top of the wall.



3 November 2026

The next section of the wall is looking very hazardous. The topping stones have been removed from that section for safety, and barriers have been put around it. The repairs on this section will commence this week.









Amenities Progress Report: external

28th October 2026

Town Hall / Victoria Hall	
Town Hall fire escape painting	• Awaiting a date from the contractor
Town Hall water ingress - gutters	• Awaiting a date from the contractor
Town Hall door	• Seeking quotations for a replacement door
Victoria Hall lobby	• Quotations being sought for replastering and repainting of the lobby and stairwell
Victoria Hall	• Additional sanitary bins requested • Completed
Drainage at side of Town Hall (water accumulating against side of building)	• Being raised regularly with Highways
Plinth	• Additional quotes being sought • Survey required before repairs
Victoria Hall hearing loop	• Awaiting a date from the contractor • Completed
Town Hall letters	• Contractor appointed • Awaiting a site visit • Site visit complete, awaiting technical drawings
Victoria Hall sign/lettering	• Seeking quotes • Completed

George Reynolds Centre (GRC)	
Lucombe Oak	• 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. • Planning application submitted • Temporarily on hold through purdah
Alarm	• Notifications not being received for some keyholders

Amenities Progress Report: external

	• Alarm contacts are being updated

Cemetery, Lodge and Chapel	
Chapel Alarm	• Awaiting new contract
Chapel CCTV	• CCTV in the chapels –internal use only. Seeking quotes
Outstanding railings (JBC)	• Gates complete. JBC to reconsider railings? High cost. Still awaiting a second quote. Locking nuts have been fitted to the gates. Defer to 2027. • To look at sandblasting ourselves and volunteers to paint • Sandblaster has been purchased
Paths (JBC)	• Trial areas in old section. To look at extending the paths, and better weed suppression fabrics • On hold until grounds maintenance issues rectified • Grounds Team have removed the trial section and are redoing the paths
Internal workshop chapel walls	• Awaiting start date from contractor
Chapel Roof water ingress	• Awaiting start date from contractor • Completed
Boundary fencing	• Fencing required on the cemetery/TW boundary as it is becoming a cut through. • In discussions with Taylor Wimpey • Heras fencing in TW field installed. Planting to fill the gap in the autumn • Planting complete
Boundary hedging	• Laurel hedging required to fill the gaps in the hedge line. These will be planted in the Autumn. • Completed

Playgrounds / Allotments / Open Spaces etc	
Happy Valley	• Sand pit - agreed to remove sand and replace with play equipment. Quotations being sought.
Bincombe Allotment Wall	• 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. • Contractor appointed, awaiting start date • Work in progress

Amenities Progress Report: external

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. • 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) • Contractor appointed, awaiting start date
Bincombe Beeches	• Access code to be changed on a monthly basis • To review tree inspection contract • Quotes to be decided on at Amenities meeting • Contractor due to attend
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 – completed, fly tip has been removed • Signage needed on the gate for how to book the courts – completed • Perimeter fencing has been pulled and needs repairs • Completed
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. • Fencing has commenced but discussions needed with adjacent landowner

Additional Items	
Playground inspection reports follow up	• ARC seeking quotes for rectification work following annual report. PRIORITY – Henhayes. Rope bridge replacement to be scheduled. • Rope bridge replaced, quotes being sought for other repair works • Quotes to go to the Amenities meeting
Town benches	• Town centre benches need some attention/cleaning. • Two new benches to be installed at Barn Street • Barn Street benches installed
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.

Amenities Progress Report: external

Hanging Baskets	• Two brackets above benches on the Town Hall have been relocated to the GRC. All brackets awaiting a weight test. • Visual inspections being completed every two weeks