

**MINUTES OF THE MEETING OF ODIHAM PARISH COUNCIL
AMENITY COMMITTEE
HELD IN ALL SAINTS CHURCH, THE BURY, ODIHAM ON
MONDAY 25 SEPTEMBER 2017 COMMENCING AT 7.30PM**

Present: Cllrs Worboys (Chair), Bell, Faulkner, Fellows, Hale and Robinson-Giannasi

In attendance: Mrs Weir (Clerk)

Also present: District Cllr Crookes; 25 members of the public

47/17 RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr David. District Cllrs Gorys and Kennett also sent their apologies.

48/17 RECEIVE DECLARATIONS OF INTEREST RELATING TO ANY ITEM ON THE AGENDA

None.

49/17 PUBLIC SESSION

A resident addressed the committee regarding her delight at seeing the allotment project on the agenda this evening, though slightly alarmed that it was only for phase 1 of the project (Appendix 1).

A resident addressed the committee to offer advice on surveys and focus groups in light of the junior and teenage recreation facilities, based on the process she uses in her company (Appendix 2).

50/17 APPROVAL OF THE FOLLOWING MINUTES

4 September 37/17 - 46/17
The above minutes were accepted as an accurate record.

51/17 CONSIDERATION AND AGREEMENT ON WORKS FOR THE LENGTHSMAN ON RIGHTS OF WAYS

A report outlining the works already submitted to the Lengthsman and the fact that 25% of the works need to be on rights of way had been circulated to all prior to the meeting (Appendix 3).

It was agreed to ask OPC's footpaths officer for suggestions for works to be carried out by the Lengthsman and to consider this again after the Lengthsman had carried out item 12 on the list.

52/17 RECEIVE QUOTES FOR PHASE 1 OF THE ALLOTMENT PROJECT AND AGREEMENT ON A RECOMMENDATION TO THE FULL COUNCIL ON THE APPOINTMENT OF A CONTRACTOR

A report advising that the office had contacted 6 contractors to quote for the works, but only 3 had submitted quotes for phase 1 of the allotment project and details of the quotes received had been circulated to all prior to the meeting (Appendix 4).

It was agreed to recommend to the full council that OPC appoints contractor 2 in the report to carry out phase 1 of the allotment project at a cost of £33,737.18 + VAT. Phase 1 as previously agreed is to complete the access off Hook Road, further clearance of the site, construction of the car park, repairs to the fence and the installation of the water supply to the site (which was not included in the quotes).

It was also agreed that the office would contact all the residents who have put their names on the waiting list to update them on the project and to confirm if they are still interested in being considered for a plot.

53/17 RECEIVE AN UPDATE ON THE TEENAGE FACILITIES PROJECT AND AGREEMENT ON THE NEXT STEPS

The chair had circulated a draft article for the newsletter and a draft consultation for Survey Monkey to all prior to the meeting (Appendix 5). Although the chair had asked for feedback from the committee prior to the meeting, none had been received.

Discussions by the committee included the financial constraints of the s106 funding and the fact that a Cllr had shown the draft article and survey to residents (some of who had attended the meeting), with a belief by some of them that the survey was misleading and biased. It was also discussed that the survey needs to reach all residents – collecting a paper copy from the office could be seen as an afterthought. It was commented that the survey is a starting point for the project and that any safety analysis would be considered later in the process.

It was agreed by the majority vote to approve the article for the newsletter subject to advice from District Cllr Crookes on the first paragraph regarding the s106 funding and to attach the circulated questionnaire for Survey Monkey, following approval from full council regarding the expense of this.

The guidance for outdoor sport and play from the Fields of Trust offers advice regarding buffer zones to help create suitable relationships between neighbours and play equipment. Cllr Fellows brought it to the committee's attention that the recommended buffer zone for a skate park is 30m between the activity zone and the boundary dwellings. Looking at the document, the clerk advised that this advice may just be for MUGA's as the table is unclear.

54/17 RECEIVE AN UPDATE ON THE RE-LETTING OF CHAPEL COTTAGE INCLUDING THE APPOINTING OF A CONTRACTOR TO RE-DECORATE THE INSIDE OF THE COTTAGE AND THE PURCHASE OF NEW WHITE GOODS

A report on the re-letting of Chapel Cottage which included an offer from a prospective tenant, quotes for the re-decorating of the inside of the cottage and the purchase of the necessary new white goods had been circulated to all prior to the meeting (Appendix 6).

It was agreed by the majority vote not to accept the offer made to the agent of £950 per calendar month due to it being considerably lower than the current rent.

It was agreed to appoint contractor 3 to carry out the re-decorating of the inside of the cottage for the quoted price of £2160 and to purchase low end appliances as per quote 1 for a total price of £708 subject to the release of reserves.

It was agreed to ask the full council to approve the use of reserves to pay for the internal re-decoration and purchase of new white goods for Chapel Cottage at the next meeting.

55/17 RESOLUTION TO AGREE ON THE PROPOSED CONSULTATION ON JUNIOR RECREATION FACILITIES TO BE INCLUDED IN THE AUTUMN NEWSLETTER

A draft proposed consultation on junior recreation facilities to be included in the autumn newsletter had been circulated to all prior to the meeting by Cllr Hale (Appendix 7).

Discussions amongst the committee included the fact that enhancements had been voted on in the Parish Project survey and funding was already being collected by Hart DC from developers for improvements to the recreation ground and allotments. It was also noted that a zip-wire was originally included in previous discussions but wasn't listed in the draft survey, although there is space for residents to suggest other equipment. It was also commented that junior recreation facilities are not a project listed in the NH Plan and that the intention of the car parking in the Plan is for drop off/collection only and would therefore not be suitable for visitors to use whilst using the recreation

ground. This would however need to be clarified.

It was agreed by the majority vote that this was an early consultation with residents and the article and survey was approved for inclusion in the newsletter.

56/17 ACCEPT THE QUOTES RECEIVED FOR ELECTRICAL TESTING AT VARIOUS LOCATIONS FOR THE TOTAL OF £576.45 EXCLUDING VAT

It was resolved to accept the quotes for electrical testing at various locations for the total of £576.45 excluding VAT (Appendix 8).

57/17 CONSIDERATION OF THE FUTURE OF THE KING STREET TOILETS

A report on the King Street toilets (Appendix 9) and a draft article for the newsletter and consultation (Appendix 10) had been circulated to all prior to the meeting.

It was agreed that the office would look into the potential offer from a business to open and close the toilets on a weekend and would arrange No Smoking signs and a sign to report any problems to the parish office after the asbestos testing has been carried out. The office would also look at putting together a tender for the cleaning of the toilets.

The discussion on the article for the newsletter and consultation included a comment by one Cllr of pre-determination which was disagreed with by others due to the fact that in the Parish Project survey, the NH Plan consultation, the straw poll at the Annual Parish Assembly and the informal Facebook survey the conclusion by the majority of residents who responded was that they wanted to see the refurbishment of the toilets.

It was agreed by the majority vote to include the draft article and survey in the newsletter.

Cllr Fellows left the meeting.

58/17 RECEIVE QUOTES FOR ASBESTOS TESTING IN THE PARISH ROOM, KING STREET TOILETS AND THE CHAPELS AND APPOINTMENT OF A CONTRACTOR TO CARRY OUT THE WORKS

A report detailing the quotes received for asbestos testing in the parish room, King Street toilets and the chapels had been circulated to all prior to the meeting (Appendix 11).

It was resolved to appoint contractor 4 to carry out the asbestos testing in the parish room, King Street toilets and the chapels for the sum of £495 excluding VAT.

59/17 CONSIDERATION OF THE PROPOSAL FROM A RESIDENT TO CARRY OUT AN AUDIT OF THE LITTER BINS IN THE PARISH AND THE REQUEST FOR A BIN ON FOOTPATH 7

Details of the proposal from a resident to carry out an audit of the litter bins in the parish and their request for a bin on footpath 7 where the path forks into Bufton Field and onward to Laurel Close had been circulated to all prior to the meeting (Appendix 12).

It was resolved to ask the street cleansing team if they could provide a list of litter bins in the parish for the committee to review. Once this has been reviewed the committee would be in a position to consider the request for a new bin or moving an unused one to this location.

60/17 CONSIDERATION OF BUDGET PROPOSALS FOR THE COMMITTEE

The first draft of the budget for the amenity committee had been circulated to all prior to the meeting (Appendix 13).

It was noted that the draft proposal was 6% above the current budget and included further works to the windows in the chapels and a slight increase for the maintenance of the play areas. The clerk was dully thanked for her work on this, which the committee would discuss again at the next meeting.

There being no further business the meeting closed at 8.50pm.

Signed.....

Date.....