



# Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling

## Minutes of a meeting of Redenhall with Harleston Town Council's Amenities Committee Held in the Social Room, Memorial Leisure Centre On Wednesday 5<sup>th</sup> September 2018 at 6.30pm

**Present:** Councillors – Frances Bickley, Robert Arbon, Ian Broughton, Adrian Brownsea, and John Marjoram

**Also Present:** Lynda Ling (Clerk), and Rosie Riches (Office Assistant)

1. **Welcome** – Cllr Bickley welcomed everyone to the meeting on behalf of Cllr Betts (Chairman) who was unable to attend, Cllr. Bickley was chair for the meeting
2. **Election of Vice-Chairman** – Discussion turned to the agenda item and Cllr. Marjoram proposed Cllr Arbon, and Cllr Arbon proposed Cllr Marjoram, Cllr Brownsea seconded the second proposal and Cllr Marjoram was elected Vice Chairman

**ALL AGREED**

Cllr Broughton commented that over the 10 years its been open, the Gym has made a profit. Cllr Arbon suggested that some things are being attributed to the gym which should not be. Cllr Brownsea reminded everyone that once a decision has been made (in reference to the committee changes) another change cannot be considered for 6 months. Cllr Arbon - it would be difficult to change finance of Leisure Centre away from the Recreation Grounds. Cllr Marjoram asked if the recent set up of committees is unworkable.

The Clerk commented that the way the finance system is set up and committee authorisation was previously the Recreation Committee and Town Council, it now has to work differently as the Leisure Centre, Maintenance, Gym and Building is now split between 2 committees. Cllr Marjoram asked if 2 maintenance men could attend the Amenities Committee meetings and are the best bits being cherry picked out of this Committee?

The Clerk asked if this has all been thought through thoroughly and feels more time is needed to make a proper assessment. Cllr Broughton asked why when the Leisure Centre stands in the middle of the Recreation Grounds has it now been separated away from Recreation Committee?

Cllr Brownsea - everything in the Leisure Centre should be put against the Gym including heating etc. The clerk commented that all utility costs relating to the building are split and the gym pays its fair share, the installation of the central heating should be put against the fabric of the building and not all against the gym budget as had

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been insisted at the time. Cllr Brownsea would like finance split to be put on the next Finance agenda, this is not possible as the agendas have already gone out. Cllr Arbon, as chairman of finance would like members to bear with this to be able to prove transparency in the long run. Cllr Broughton asked why the Committees were split in the first place, Cllr Bickley stated that this has just got too big to handle under one Committee.

3. **To receive and accept apologies from members unable to attend** - Apologies were received and accepted from Councillor Betts.
4. **To receive any declarations of pecuniary or any other interests to matters to be raised at this meeting** – None
5. **Matters arising** – Environment Committee – Jane Moir has been looking into the lease for the Bullock Fair Car Park on behalf of the council and a report will be forthcoming at a later meeting.
6. **Approval of minutes for the Recreation and Environment Committee minutes - Recreation** – Not approved as not enough Councillors present from this committee, decision made to take to full Council meeting.

**Environment** – proposed Cllr Arbon, seconded Cllr Bickley

7. **To discuss information regarding the cemetery, employment of services from a contracted gravedigger, and review of cemetery rules and costs** – Following a discussion it was decided to employ “Stubby” as RWHTC contracted grave digger this was proposed by Cllr Marjoram and seconded by Cllr Arbon **ALL AGREED**

Cllr Marjoram stated that the wet weather problem incurred earlier this year should be monitored through the coming winter and a strimmer used to tidy the grass in this area as needed. It was proposed by Cllr Arbon that burials now start at the bottom and work up the incline to avoid digging into contaminated soil, seconded by Cllr Marjoram

**Cllr Brownsea Abstained**

It was agreed that Cllr Arbon and Rosie Riches will work together to review all rules and costs of the cemetery the kerbstones, what extra costs will be incurred by these (strimming removal etc) and bring the findings back to a future committee meeting. All interested parties will be kept informed.

8. **To agree the Terms of Reference for the Amenities Committee** – Cllr Brownsea asked for clarification on how this committee can be autonomous. Cllr Arbon stated that this is in the Terms of Reference points 8 and 30, it decides its own outcomes without having to refer to Full Council Committee. It was then suggested to add to the Terms of Reference that each committee will be autonomous and able to make their own decisions. Proposed Cllr Brownsea, seconded Cllr Arbon

**Cllr Broughton abstained**

9. **To receive any reports from sports clubs using the facilities, and maintenance**

No representatives were present to discuss their needs. Cllr Brownsea asked why the Tennis club had not carried out their promise to increase use of the courts. The Clerk stated that the Tennis club are 118% of income against what was projected a rise of 18% to date. Cllr Arbon would like to see a transparent and equitable relationship with

all clubs, and the committee needs to be fair to all clubs. Cllrs Arbon and Bickley have a meeting next week with the football league for discussion on their needs to comply with the current league requirements. Cllrs Arbon and Bickley together with the Clerk met with the Licensing Authority this morning, they reported that the Football club will need to change their way of serving alcohol in order to comply with current legislation.

- 10. To receive an update on income and expenditure** – The Co-op have paid £30k to date and pay 1 month in advance. Cllr Brownsea asked for clarification of the payment of £900.00 for the footpath, he did not realise this was just for the short path.

**11. Tree works -**

Costs for tree works re the risk assessment of February 2018

Danarbour quoted £2,300.00 plus VAT, proposed Cllr Marjoram, seconded Cllr Arbon.

**ALL AGREED**

The felling of yew trees on the recreation grounds and replacing with suitable alternatives. Danarbour quoted £880.00 plus VAT, these are to be replaced by suitable sized Wild Cherry, Copper Beech and Oak within the perimeter of the Recreation grounds. Rosie Riches has experience with these items so it was suggested she may like to investigate this. Proposed Cllr Broughton, seconded Cllr Arbon.

**ALL AGREED**

**12. Car parks**

The cost of white lining arrows and partial bays on Bullock Fair Car Park - £320.00 plus VAT. Proposed Cllr Broughton, seconded Cllr Arbon.

**ALL AGREED**

**13. War Memorial**

Update on the war memorial works, Battles Over and consider any event plans once the garden is complete - no further update at this time apart from the need to order the benches, this was authorised by committee proposed by Cllr Arbon, seconded by Cllr Broughton

**ALL AGREED**

Town Clerk stated that she has applied for the Road Closure on 11<sup>th</sup> November 2018

**14. Streetlights**

Update on column knocked down during August on Briar Road - None

**15. Recreation Grounds**

Update on recent events and requests for use of recreation grounds - None

**16. Christmas Lights**

Update on suggested plans and idea's – Town Clerk has obtained a quote from our previous supplier of the Christmas Tree (Elveden), this came in at a cost of £975.00 It is possible to get a cheaper tree locally, but we would need to arrange the transport and erection ourselves, there are local people who are willing to help with this, enquiries are ongoing.

- 17. Discussion on a quote received for repair of a damaged fence between the leisure centre car park and Malthouse Court** – The gym member in question has agreed to pay in full after accepting liability.

- 18. Councillors reports (for information only)** - Cllr Brownsea stated that the present condition of the town sign is no credit to the town and had asked for the sign to be

cleaned a few weeks previously and felt his request was ignored as it was not done within a certain time frame. The clerk responded by saying that she had apologised to Cllr. Brownsea as it had slipped her mind, but that it would be looked into promptly. After speaking with the maintenance team leader, she was informed that the cleaning would have to wait until a road closure was in place as the work would have to be done from a ladder positioned on the road near a junction which was dangerous. The sign is approximately 12 to 15ft from the ground. The maintenance team leader then informed the clerk a day or so later, that he had done the work by positioning the ladder on the market place and reaching round into the road to clean the sign. The clerk was not happy when informed of this as he was putting himself in danger by leaning into the road at a junction where cars do not stop.

Cllr Arbon suggested that we should be saying on our signage why we welcome people to Harleston, it was agreed to investigate this further.

**19. Date of the next meeting – Wednesday 3<sup>rd</sup> October 2018 at 6.30pm in the Social Room, Harleston Leisure Centre.**

**Meeting Closed at 9.07**

**Signed.....**