



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 Council Offices, Memorial Leisure Centre
On Wednesday 3rd July 2019 at 6.30pm**

Present: Councillors – Adrian Brownsea, Ian Broughton and Trevor Graham

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

1. **Welcome** – Cllr Brownsea welcomed everyone to the meeting.
2. **To receive and accept apologies from members unable to attend** – Cllrs Mark Betts and Tom Whatling.
3. **To receive any declarations of pecuniary or any other interests to matters to be raised at this meeting** – None
4. **Approval of minutes** – The minutes of the previous Amenities Committee meeting held on Wednesday 3rd June 2019 were not able to be agreed as only one Cllr was present at both meetings, this was deferred to the next Amenities Committee meeting.
5. **Matters arising** – None
6. **Reports**
 - **Chairman's report** – None
 - **Councillor reports** – Cllr Brownsea commented that there appears to be a lot of roadworks scheduled in Harleston between end of July and September.
7. **Allotments**
 - Agreement to pay the annual allotment association fee £252.00, this was proposed by Cllr Broughton, seconded Cllr Brownsea **ALL AGREED**
 - A second letter to one of the allotment holders has been sent out today, asking them once again to bring their plot (24) up to a reasonable standard, they have been given 10 days in which to do this.
8. **Market**
 - **Discussion on an email received from a business in the town regarding one of the new stalls (unfair Competition)**
The clerk read out a letter from a business owner in Harleston who was unhappy with what he say as unfair competition from a new market stall holder. This was discussed in detail and members finally decided that the response should be to write back to the business owner explaining our

position as a market town trying to keep the market vibrant. It was also suggested to remind the letter writer that the town council does not received any element of business rates and if the business owner does not live in Harleston, the town council does not receive any council tax from them either. A letter will be sent to all market traders reminding them of our position.

ACTION Office

- **Gazebo Hire** – Cllr Brownsea asked if the town council gazebo is used by persons other than Town Council and that a sign is prepared stating that this has been hired from Harleston Town Council if it is hired to others.

9. War Memorial –

- Town Council are still waiting for the exact wording on plaques which will be going onto the new benches.

10. Car Parks –

- **Discussion on SNC's response to the Parish Partnership request for an emergency entrance/exit on Bullock Fair Car Park and discussion on the way forward** – It was agreed to ask Ian Carstairs for a copy of his flow chart of traffic when the emergency entrance is used.
- Agreed to ignore the issue of the ransom strip at this time.
- When the old toilet block is removed SNC has said they will grass over the area returning it to its previous state, although it had been previously been verbally agreed to tarmac over this area at SNC expense. This is now not the case.
- No clarification has been received from SNC on maintaining the surface of the car charging bays and the space taken up by them.

11. Public Toilets

- **Update** - Suggestion was made for a bike rack on the area vacated by the old toilet block. Cllr Graham will ask Margaret Griffiths for an up-date on the old Fire Engine **ACTION Cllr Graham**
- Clerk reported problems with the toilets backing up, maintenance team were able to clear them eventually without any outside assistance.
- A lady had been locked in the Access for All toilet at 9.30pm the previous Sunday night, the fire brigade attended and were able to free the lady. Holmes builders have now fitted an automatic release mechanism.
- Locking mechanism in the Gents has now been sorted.
- Cllr Brownsea suggested that we should write to SNC stating we are unhappy with all the deficiencies, expressing our concerns during the refurbishment.

ACTION – Clerk

12. Streetlighting

- **Update on LED lantern replacements** – None
- It has been reported to the office that lights in Church View are all out.

13. Clocktower

- **Discussion on a Health and Safety check on the clocktower** – Steve Cox – Maintenance has been asked to carry out a visual H&S check, this will be added to a future agenda.

14. Cemetery

- **Discussion on the tree and hedge maintenance on the boundary** – Tree inspections are carried out annually

15. Finance

- **Approval of expenditure** – Harleston Allotment Committee (membership reimbursement) £252.00, Force Fresh (metal toilet roll holders) £81.54, Danarbour £336.00, DJ Ireland £208.80, Wave £102.33. Agreement was proposed by Cllr Broughton, seconded Cllr Brownsea. **ALL AGREED**

16. General

- Discussion on an idea put forward by a member of public for the town council to purchase litter pickers for residents to use (plus any other associated items i.e. bin bags, gloves) – Cllr Broughton suggested purchasing pickers, gloves and bags, spending up to £25.00.
Proposed Cllr Broughton, seconded Cllr Graham **ALL AGREED**

14. Date of the next meeting – Wednesday 7th August 2019 at 6.30pm in the Town Council Office, Harleston Leisure Centre

Meeting Closed at 20.41

Signed.....

Date.....