

**MINUTES OF MEETING OF AMENITIES SUB-COMMITTEE**  
**15 November 2021**  
**10:00, Woolton Hill Church Hall**

**Chairman:** Cllr Rand (Chair)  
**Present:** Councillors Mr P Hurst, Mrs S Cooper  
**Clerk:** Amy White

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**1. Welcome and apologies**

Cllr Rand welcomed everyone to the meeting.

**2. Declarations of Interest**

None.

**3. To Agree Minutes of Previous Meeting**

The minutes of the meeting held on 15/10/21 were agreed and accepted by the Chairman, Cllr Rand.

**4. Actions from previous Meeting**

Date	Action
15/10/21	Cllr Rand to contact FA Conway Ltd re sump drainage at Brownies Corner. <b>Delayed due to Chair illness- take to December meeting.</b>
15/10/21	To recommend to full council to confirm quote for repairs at WH Playground. <b>Actioned. Repairs scheduled.</b>
15/10/21	Clerk to check process of payment for Boules Court with BDBC. <b>Actioned.</b>

**5. Footpath Update**

No update. It was decided that footpaths should go back to being a stand-alone item in full council meetings. Cllr Rand will discuss with Cllr Watson.

**6. Recreation Ground update**

Despite much positive feedback regarding the newly installed equipment, Cllr Hurst reported on complaints he has received on the length of the grass and the muddy goal posts where children were getting dirty. Grass is cut on a schedule by Scofell and it was felt there was no issue. Mud is also a natural occurrence during wetter months. However, any leftover soil from the installation of the new equipment will be packed into the dips near the posts.

**7. Parish Field update**

The recent rainfall has shown where the puddles are forming alongside the path.

**Action:** Cllr Rand to ask biodiversity team about potential to accommodate wet areas in a project plan, rather than having to install drainage pipes.

**8. S106 recreation update**

There has been a lot of frustration with the supplier regarding the delayed installation of the exercise equipment. However, work has now started, and the equipment should be installed by the end of the week (19/11/21).

Equipment will be signed off by a qualified inspector and will be included within the BDBC bi-weekly playground inspection.

#### **9. Meadowbrook**

Nothing additional to report.

#### **10. General Maintenance**

Nothing additional to report.

#### **11. To discuss and decide quotes for tree inspection**

The clerk received two quotes from Scofell and Naturally Trees for a Parish tree inspection; for insurance purposes, a qualified arboriculturist needs to provide the inspection.

Therefore it was agreed to accept the Naturally Trees quote for £482.

**Action:** To bring to full council for approval

#### **12. To discuss and decide next steps on quote received from Scofell Landscapes re hedge trim on Tile Barn Row.**

The hedge has been cut since the last meeting.

#### **13. Role of Amenities Committee- to clarify responsibilities:**

- Responsibility for the Parish Field and recreation grounds at Woolton Hill and Heath End.
- Provision and maintenance of the outdoor recreational equipment at Woolton Hill and Heath End.
- Upkeep of the memorial garden opposite St Thomas' Infant School, and the war memorials at St Thomas' Church and East End, and the Elliot Cohen Memorial in Church Road.
- Upkeep of the bus shelters at Ball Hill and in Broadlayings.
- Maintenance of the CCTV system at Woolton Hill recreation ground
- Maintenance of public seats and benches throughout the parish.
- Maintenance of the five parish notice boards.

It was decided that footpaths should be kept separate, to sit under the full council.

#### **14. Website- to update and improve section on Amenities**

The Clerk has made some changes to Amenities section, including separating out the committee minutes, as per item 13. This is not yet complete.

#### **15. Spend Review**

The committee discussed the current spend within the umbrella of the term Amenities: it forms a significant part of the overall spend per year. It was decided that it would be sensible to allow this committee to take responsibility for some of the financial decisions which fall under its remit (most notably the Annual Maintenance Contract, tree inspections and play/recreational facility maintenance), without asking for full council approval for

spend, which can cause delay. It was decided to discuss this with the Chair (lead of finance committee) and Clerk (in capacity as RFO) for the 2022/23 budget

**Action:** Cllr Rand to discuss Amenities committee financial remit with Chair and Clerk.

#### **16. Items to take to next meeting**

Standard items; Website.

### **Actions from 15 Nov 2021**

**Action:** Cllr Rand to ask biodiversity team about potential to accommodate wet areas in a project plan, rather than having to install drainage pipes.

**Action:** To bring tree inspection quote to full council for approval

**Action:** Cllr Rand to discuss Amenities committee financial remit with Chair and Clerk.

**Next Full Amenities Meeting:  
Monday 13<sup>th</sup> Dec at 10am, WHCH**