

Minutes of the Amenities Committee meeting held on Tuesday 17 February 2015 at 7.00pm in the Wickham Room, Newington Village Hall

Present: Cllr D Coles, Cllr S Harvey, Cllr E Jackson, Cllr E Layer, Cllr T Mould, and Mrs K Julier (Asst Clerk).

1. Apologies

Cllr P Greene (work; accepted)

2. Election of Chair for the Meeting

Cllr E Jackson agreed to chair the meeting; all agreed.

3. January Meeting -- Matters Arising

The Asst Clerk was reminded to provide Cllr Mould with the schedule for the Mobile Library for inclusion in the Village Voice. *Asst Clerk*

Cllr Mould reported that he had requested a copy of the Festival budget from last year to use as a starting point for this year's budget to be submitted to the Full Council.

The Asst Clerk reported that she had started to enquire about the history of the Community Woodland, and was asked to give the task a higher priority in light of the planning application for Pond Farm. *Asst Clerk*

4. Draft Terms of Reference for Footway Lights and CCTV

Cllr Jackson proposed, Cllr Coles seconded, and all agreed to recommend to the Full Council the following changes to the Committee's Terms of Reference: *Full Council*

Under the heading "Expenditure" add the following item:

3. The Full Council will delegate a maximum budget to the Committee each year for expenditure in connection with repair and maintenance of Parish Council maintained footway lighting and the Committee may determine expenditure within that budget without further authorization from the Full Council. Expenditure in excess of the budget must be referred to the Full Council.

Change the wording in the last sentence to read " In all cases"

Under the heading "Responsibilities" add the following bulleted items:

Parish Council maintained footway lighting – to arrange maintenance and repairs

CCTV – to provide planning, oversight, and to arrange maintenance and repairs

A redlined copy of the Terms of Reference showing the proposed changes will be provided to the Full Council. *Asst Clerk*

5. Newington Festival - 2015 Working Party

The Committee noted that ideally new quotes should be obtained for the staging and other services for the Festival, but that there was insufficient time to obtain these for this year's Festival. Cllr Coles proposed that the current providers be kept for this year and that the Working Party obtain quotes in October for next year's Festival. Cllr Jackson seconded; all agreed.

Cllr Coles reported from that services would be provided by AAA Staging, 4 Jays, and The Bull. The Bull offered to make half of the bar profits available to the Parish Council to donate to the school and/or whichever charity the Parish Council designates.

Volunteers have been found to handle the stall bookings, and to allocate advertising space in the programme to donors. Arrangements are being made to patch the banner with this year's date.

It was noted that Gregfest is set for 27th June.

Proposed that the first prize for the lucky numbers be £50.00.

Proposed to generate flyer/advertisement for the Tug-of-War to encourage more teams.

Proposed that a small animal stall be included – various groups to be contacted for small animals and owls.

Cllr Jackson will organize and collect raffle prize donations.

Cllr Jackson

Cllr Palmer will contact a Hot Air ballooning company to solicit a prize donation and ask if they want to have a stall. He will contact Demelza to discuss using the mascot again, and to ask if they wish to have a stall. He will talk to SFM regarding advertising and attending the Festival. He will confirm the event marshalls.

Cllr Palmer

BRFM will be contacted regarding advertising and attending the Festival A jujitsu club will be contacted regarding providing a demonstration.

Cllr Coles

Cllr Mould will contact the new estate agents in the village to ask if they want to advertise and if they are willing to provide signage as Acorns did last year.

Cllr Mould

Face painting will be offered to Festival attendees free of charge, with the Festival paying for the materials and providing a stall.

The next Festival Working Party meeting will be 10th March, either at the Village Hall (Wickham Room) or the Pavilion.

5. Recreation Ground

a) Pavilion Working Party

Cllr Mould reported that electrical repairs undertaken as an urgent matter have been completed.

Cllr Harvey queried if the pay phone located at the Pavilion was working, and if so, who was responsible for paying for it.

Cllr Coles

The next Pavilion Working Party meeting was set to follow the Amenities meeting on 24th March, at 8:30 pm.

b) Facilities

All the outside lights on the Pavilion have been fixed and fitted with anti-vandalism baskets. The Asst Clerk was asked to chase up the quote from BJL Electrical for the repair of the four ball park lights and fitting them with baskets.

Asst Clerk

The Committee discussed installing a mosquito anti-loitering device at the Pavilion. Cllr Coles will research prices.

Cllr Mould proposed, pending costing, that the Committee recommend the purchase of a mosquito anti-loitering device for the Pavilion to the Full Council.

Cllr Coles

Cllr Coles seconded; all agreed.

Full Council

The Committee discussed the quote provided for installing a kissing gate between the teen shelter and the playing field, and decided to pursue less expensive options such as installing a regular gate, bollard, or stile – to allow pedestrian access while excluding bikes.

c) Sports Club

Asst Clerk asked to circulate the poster for the NCSC Celtic Dinner to all councilors.

Asst Clerk

The date of the next management committee meeting is to be determined.

Cllr Mould has made a start on the accounts and is waiting for old bank statements to be provided.

d) Football

Cllr Mould has not heard anything from the BJFC for awhile. He will contact them for a fixture list. They now have a key for the gate, but still need a fob for the alarm. Cllr Coles will ask the Sports Club if they have a spare fob.

Cllr Coles

e) Other Matters

Cllr Palmer had contacted the Clerks regarding Smiths Fun Fair holding a fair at the sports ground in May, for payment to the Council of £300-£400. The fair would set up starting 5th May, hold the fair 8th-10th May (starting in the evening on Friday and at noon on Saturday and Sunday, running until 22:00 each evening), and finish cleaning up 11th May – in effect occupying the field 5th-11th May. The Committee recalled that last year the Parish Council had chosen to not allow the fun fair because it would have been held too close to the Festival. It was noted that would not be the case this year. Cllrs Coles and Mould will check with the NCSC and BJFC to see if they have plans to use the field during those dates. Provided those groups have no plans to use the field on those dates, Cllr Coles proposed that the Committee recommend the Fun Fair proposal for consideration by the Full Council. Cllr Mould seconded; all agreed.

Cllrs Coles & Mould

Full Council

6. General Village Amenities

The general state of the pathways and railings were discussed – especially concerns about patchy repairs and the subsidence in front of Ming's Chinese Takeaway. The Committee asked that the Clerks arrange for someone from KCC to come and meet with Committee members in the village to discuss the quality of the repairs being made to the footways and railings in the village.

Clerks

Cllr Coles reported that signs had been placed on Bull Lane indicating that a portion of the road would be closed off for two days starting 23rd Feb. He was concerned about the lack of any other notice about the works, and that access to The Willows would be completely cut off. The Committee asked the Asst Clerk to contact Aprille Hall regarding this.

Asst Clerk

7. Footpaths and Bridleways

The Committee discussed Cllr Wright's email regarding footpaths at Pond Farm.

Cllr Layer had inspected the site of an unmarked path from the end of the Allotments carpark. It was discussed whether this may be a right-of-way in need of designation. Cllr Layer will research the issue and contact the Footpaths Officer. Asst Clerk will locate the contact information and get it to Cllr Layer.

Cllr Layer

Asst Clerk

Cllr Layer enquired regarding how certain the Parish Council is of its ownership of the Community Woodland, the Allotments, and the Playing Field. As per Matters Arising, *supra*, the Asst Clerk will look into this.

Asst Clerk

8. Village Voice

Cllr Mould provided a draft of the next Village Voice. Cllr Haigh will provide a piece about 101. As soon as Cllr Mould receives that and the timetable for the Mobile Library, the Village Voice will be ready to print. The Committee approved the layout and content in the draft.

Cllr Haigh

9. E-News

None.

10. Expenditure

Cllr Harvey provided quotes for the CCTV repair and maintenance, with the addition of cameras to look up Bull Lane, down Station Road, and down Church Lane. The quote from ADT (£611.32 quarterly) looked best, but was missing a quote for the additional camera to look down Station Road. Cllr Mould estimated that the additional cost would be around £80. Cllr Harvey proposed that, pending an amended quote from ADT, the Committee recommend to the Full Council that they are happy with the ADT quote. Cllr Coles seconded; all agreed.

Full Council

Cllr Mould proposed that the Committee recommend that Full Council pursue grant funding for this. Cllr Coles seconded; all agreed.

Full Council

The Committee considered a letter from SBC (Steph Curtis) regarding installing number-plate recognizing CCTV in conjunction with the Parish Council's installation on the High Street. Cllr Jackson proposed that the Committee not recommend this to the Full Council as the Committee would not be happy to have the SBC "piggyback" on the Parish Council's system. Cllr Harvey seconded; all agreed.

Full Council

11. Any Other Business

None.

12. Date of Next Meeting

Tuesday, 24th March, 7:00pm

The meeting closed at 8:50pm.

Date:

Signed:

Cllr E Jackson
Acting Chair