

WEST MOORS TOWN COUNCIL

MINUTES of the **ENVIRONMENT COMMITTEE** held on
THURSDAY 11th JANUARY 2024 in the Pavilion, Fryer Field, West Moors at 7.30pm.

PRESENT:

Cllr M Hawkes – Vice Chair		
Cllr Mrs R Burke	Cllr A Clarke	Cllr D Green
Cllr T Salt	Cllr D Shortell	Cllr Mrs P Yeo

OTHERS PRESENT: Mrs Judi Weedon – Town Clerk

APOLOGIES: Cllr Mrs C Holmes Cllr J Randall

23/251 QUESTIONS FROM MEMBERS OF THE PUBLIC

None

23/252 DECLARATIONS OF INTEREST/DISPENSATIONS

None

23/253 TO RECEIVE THE CLERK'S REPORT

- a) Legionella: A Risk assessment has been completed and some works are required. The cold water tank in the loft space requires draining and cleaning out and all the taps etc. require a descale. This work has been booked.
- b) Skatepark: Waiting on Canvas to carry out some repairs to cracks.
- c) Car Park at Park Way: The car park sign and post has been hit numerous times by vehicles and became bent and dangerous. It has been removed and the car park sign relocated to a post on the footpath.
- d) Jubilee Copse: Work on this area has been completed and it looks tidy. The remaining saplings are doing well. This work will be rescheduled again later in the year to ensure the saplings are maintained.
- e) Damage to the youth football pitch occurred on the 9th December after all teams were advised that all matches were cancelled, due to the water on the surface of the field. Work to repair the pitch has been started and all costs associated with it will be charged to the team who caused the damage.
- f) Pavilion: Lights in the hallway, changing rooms and toilets have now been replaced. Awaiting quotes for meeting room replacement lights.
- g) Christmas Lights: Many positive comments were received over the festive period about the lights. The three-year contract with Light Angels is now up for renewal. If any members have any new ideas for festive lighting, please let me know so it can be discussed when procuring a new contract.
On 2nd January one of the lamp post motifs was found to be damaged by the wind and was in a dangerous position with the possibility of it falling from the lamppost. Our local electricians (Elextra) assisted with making the motif safe. All other festive lights were removed the same day by Light Angels.

23/254 COMMITTEE BUDGET FOR 2024/25

Members reviewed the draft committee budget as attached on page 3126-3129. This committee budget will now go through F&GP for final scrutiny before a precept request is finalised. Members thanked the Clerk for her work producing the clear budget documents.

23/255 SPORTS FEES

Members reviewed the sports fees and it was

RESOLVED that all sports fees be increased by 5% rounded up to the nearest £1.

Voting: unanimous

23/256 PARKING MATTERS IN ARNOLD CLOSE

Members received a report about parking issues relating to Arnold Close, where there is an entrance to the Castleman Trailway. Residents report cars parking in the turning circle creating issues for other vehicles, including the refuse collection lorries. Residents have asked if the council will support an application for yellow lines to be installed. Members suggested that residents should put a sign up saying 'please do not park here', they further suggested that the owners of the Castleman Trailway be contacted to see if they could open up the entrance to provide a few parking spaces. After discussion it was

RESOLVED that West Moors Town Council would support an application for a Traffic Regulation Order at the end of Arnold Close.

Voting: unanimous

23/257 CEMETERY MATTERS

1) Minute number 23/151b refers: A request has now been received to keep the metal gate in situ until a headstone is put in place on Plot OO16. We have been informed that the family are waiting for probate, so they have no idea how long it will take.

Members agreed that the gate could remain in situ for the next 6 months after which time the situation would be reviewed.

2) Three new benches have been installed since September under the Councils Bench Policy.

One bench installed prior to the policy is due to be refurbished by the family and one bench installed prior to the policy has been removed because it was dangerous, numerous attempts were made to try and contact the family of the said bench but were unsuccessful. The plaque from the bench is being held in the office.

3) The new pathway has not yet been installed, but this matter has been chased with the contractor.

23/258 UPDATE: PUBLIC TOILETS

Since the replacement of the urinals flush unit, the water bills have seen a significant decrease.

Toilet roll holders in the ladies have been changed for stainless steel lockable ones to try and alleviate the regular disappearance of toilet rolls.

23/259 UPDATE: ALLOTMENTS

The water meter has been replaced. The water has been turned off for the winter period.

Members received a copy of the Allotment Holders meeting minutes.

23/260 CORRESPONDENCE

1. ICCM Journal for Winter 2023

2. Allotment and Leisure Gardener Issue 4 2023

The Chairman declared the meeting closed at 19:59hrs

The next meeting of the Environment Committee is scheduled for 14th March, 2024 at 19:30hrs

SIGNED DATE
Chair of Environment Committee

ENVIRONMENT BUDGET 2024/25

Code	Source	BUDGET
		2024/25
<u>INCOME</u>		
1100	Playing Field Fees	
1100/1	Football	4500.00
1100/3	Multi-Purpose	10000.00
1100/4	Other	2500.00
1100/5	Community Event income	3000.00
Total		20000.00
Income from fees paid by various sports clubs for using the sporting facilities		
1110	Cemetery Fees	
1110/1	Memorial	5000.00
1110/2	Interment	12000.00
1110/3	Purchase Graves	6000.00
Total		23000.00
Income from fees paid by various funeral directors and individuals for interment etc. in the cemetery.		
1115	Allotment Rent	1900.00
Income from allotment rent.		
1125	Memorial Benches and Plaques	0.00
fees from Memorial bench and plaque applications		
TOTAL BUDGETED INCOME		44900.00

EXPENDITURE

3010	Fryer Field Maintenance	
3010/1	General	2000.00
3010/4	Contractor fees	9900.00
Total		11900.00
Fryer Field maintenance covers all aspects of keeping the area in a suitable condition for football and general usage. An external contractor is employed to maintain the Fryer Field.		
3020	Pavilion Running Costs	

3020/1	Electricity	1100.00
3020/2	Water/Sewage	800.00
3020/3	Maintenance	5400.00
3020/4	Legionella Testing	920.00
3020/6	Phone/Broadband	550.00
Total		8770.00
Pavilion running costs include services to the pavilion and maintenance costs required to keep the building in good condition.		
3030	Multi Purpose Play Area	
3030/2	General Maintenance	4000.00
3030/3	Electricity	300.00
3030/5	Floodlight replacement (completed)	0.00
Total		4300.00
MUGA and Floodlight running and maintenance costs		
3040	Fencing	2000.00
To cover any fencing requirements in and around the Fryer Field.		
3050	Fryer Field Play area	
3050/1	Maintenance	250.00
3050/3	Safety Inspections	450.00
Total		700.00
Maintenance fund for keeping the play equipment in a safe and satisfactory condition. Monthly inspections are carried out plus an annual inspection.		
3060	Oakhurst Play area Maintenance	
3060/1	Maintenance	250.00
3060/3	Safety Inspections	350.00
Total		600.00
Maintenance fund for keeping the play equipment in a safe and satisfactory condition. Monthly inspections are carried out plus an annual inspection.		
3070	Skate park Maintenance	200.00
3080	Play Equipment	4000.00
For replacement play equipment in the future. Monies go in to an earmarked fund		
3100	Cemetery Costs	
3100/1	Non Domestic Rates	1100.00
3100/2	Water Charges	50.00
3100/3	Buy Back of Cemetery Plots	0.00
Total		1150.00
Rates and water charges for the cemetery		
3110	Cemetery Maintenance	
3110/1	General	1500.00
3110/2	Fencing	300.00
3110/3	Gravel	350.00
3110/7	Refuse collection service	850.00
3110/8	Contractor Fees	7000.00
Total		10000.00

Cemetery maintenance covers all aspects of work that is required to ensure the cemetery is kept neat and tidy. It also includes funds to carry out any works to improve/replace the area. Refuse collection is carried out weekly.		
3120	Memorial Inspections	0.00
Memorial Inspections are required every 5 years. The last inspection was in April 2019. Next inspection is in 2024		
3140	Petwyn Maintenance/improvements	250.00
Budget for maintenance and improvement to the Petwyn Village green. Includes water charges for stand pipe located on the Petwyn.		
3150	Allotments	500.00
Allotment maintenance and improvements		
3160	Tree Maintenance	3000.00
Funds for the maintenance of all trees on parish land. A rolling maintenance program is in place for trees on council land.		
3170	Climate Emergency	500.00
Funds to cover work of Climate Emergency actions		
4000	Public seats	
4000/1	Maintenance	300.00
4000/2	Purchase	0.00
Total		300.00
For the repair/maintenance/replacement/addition of public seats.		
4010	Bus Shelters	
4010/1	Maintenance	500.00
4010/2	Purchase	0.00
Total		500.00
Budget for the maintenance of Council owned bus shelters.		
4020	Street Furniture (Inc. Dog Bins)	
4020/1	Maintenance	500.00
4020/2	Purchase	800.00
Total		1300.00
Repairs/maintenance/purchase of welcome signs, dog bins, refuse bins, defib maintenance		
4030	General	200.00
A general contingency fund for items not specifically covered in the budget		
4040	Christmas decorations	6000.00
Christmas decoration costs		
4070	Lengthsman	1800.00
Lengthsman costs		
4075	Public Toilets	19300.00
Public toilets maintenance, cleaning, consumables, water, electricity		
4076	Car Park costs	0.00
Costs for Park Way car park		
4090	Dogs	650.00
Cost of emptying of Council owned Dog waste bin.		

4095	CCTV	
4095/1	Purchase/Installation	0.00
4095/2	Maintenance	200.00
Total		200.00
CCTV costs		
4097	Community Event costs	1500.00
4098	Fryer Field Development Plan	0.00
4099	Keep Britain Tidy Events	50.00
Funds for arranging litter pick events		
TOTAL BUDGETED EXPENDITURE FOR ENVIRONMENT COMMITTEE		79670.00