

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE PROPERTY AND SERVICES COMMITTEE HELD ON
TUESDAY 22ND JUNE 2021 AT 7.00PM AT THE COMMUNITY CENTRE FETTLINEDINE ROAD NN9 5XF

PRESENT: Councillors J Bragg, C Cross, E Hopkinson, R Powell, T Walton and P Boyer (Ex Officio)

ALSO PRESENT: Co-opted member John Comont and Chris Butt from Clarendon Building

AGENDA

01) ELECTION OF CHAIRMAN – ELECT A CHAIRMAN FOR THE CIVIC YEAR 2021/22

Nominations for Chairman were requested

Councillor T Walton was nominated and seconded

Councillor J Gray was nominated but was not seconded

RESOLVE P&S/06(21)/01 – that Councillor T Walton be elected Chairman of the Property and Services Committee for Civic Year 2021-2021

02) ELECTION OF VICE CHAIRMAN – ELECT A VICE CHAIRMAN FOR THE CIVIC YEAR 2021/22

Nominations for Vice Chairman were requested

Councillor J Bragg was nominated and seconded

Councillor J Gray was nominated but was not seconded

RESOLVE P&S/06(21)/02 – that Councillor J Bragg be elected Vice Chairman of the Property and Services Committee for Civic Year 2021-2021

03) APOLOGIES - TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCES RECEIVED IN ADVANCE OF THE MEETING

Councillor J Gray – ill health

Councillor C Kearns-Gray – Work Commitment

RESOLVE P&S/06(21)/03 – that Councillor's J Gray and C Kearns- Gray's apologies be accepted.

Chairman:

Date:

04) DECLARATIONS OF INTEREST – TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST AND OTHER INTERESTS AND THE NATURE OF THOSE INTERESTS RELATING TO ITEMS ON THE AGENDA.

No declarations were made.

05) MINUTES – TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 24TH MARCH 2021

RESOLVE P&S/06(21)/04 - that the minutes of the Property and Services Committee meeting of Tuesday 24th March 2021 be approved and signed as a correct record of proceedings

06) MATTERS ARISING – TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 24TH MARCH 2021 (UNLESS COVERED BELOW)

Page 1 Item 50 Matters Arising - to note any matters arising from the minutes of the property and services committee meeting held on 26th January 2021 - RESOLVE P&S/01(21)/86 – that the Council write to the Peterborough Diocese requesting written confirmation that the newly purchased area of land in Church Street has no Chancel liability and no claims will be made against the Council in connection with the newly purchased area of land in Church Street in the future. – Councillor C Cross asked if a response had been received from the Peterborough Diocese.

The Assistant Clerk informed members that the Council had not written to the Peterborough Diocese as RESOLVE P&S/01(21)/86

This was due to two reasons:-

Firstly, the Archaeological Officer Liz Murdoe had started a conversation with the Peterborough Diocese in relation to an archaeological investigation of the site.

Secondly, the solicitor dealing with the purchase of the land and registry of the land had stated the following in their email “My land registry search, prior to completion, did not reveal that a notice of liability has been registered against the title (this can be verified once the completed application is returned) therefore I would be of the view that any liability in respect of this land has been extinguished”

07) TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE PROPERTY AND SERVICES COMMITTEE RESOLUTIONS UP TO 11TH JUNE 2021.

Item 78. – YEAR 2019/2020 - TO CONSIDER A REQUEST FROM A RESIDENT TO PUT A BENCH IN THE HIGH STREET BY THE LIBRARY.

RESOLVE P&S/01(20)/110 – that a quotation be sought from Northamptonshire County Council Highways for the cost of a licence and installation of a bench in the High Street in front of the library.

RESOLVE P&S/01(20)/111 – that the possibility of obtaining sponsorship for a bench in the High Street in front of the library be investigated.

Councillor C Cross asked where we were up to in regard to this item and four resolves

The Assistant Clerk informed the meeting that due to COVID this had not been progressed apart from writing to the resident. Now the country was at the stage of coming out of lockdown she would apply to Highways for a licence to install a bench.

10. TO RECEIVE AN EMAIL ABOUT THE SHRUB BED ON DRAYTON ROAD AND AGREE ANY ACTION.

Chairman:

Date:

RESOLVE P&S/07(20)/15 – that nearby residents of the Drayton Road Shrub bed be surveyed for their views on the current condition of the shrub bed and their suggestions for any changes they feel would enhance the shrub bed.

Councillor C Cross asked if the survey of the nearby residents had been carried out.

The Assistant Clerk advised members that the survey had not been carried out yet due to COVID restrictions.

54. TO RECEIVE AN UPDATE FROM THE OUTSIDE MAINTENANCE CONTRACTOR ON THE AREA BEHIND THE PAVILION AS PER **RESOLVE P&S/01(21)/77**.

RESOLVE P&S/03(21)/94 – that a meeting be arranged between the outside maintenance contractor, Assistant Clerk and John Comont at the Central Recreation Ground to clarify the location of the agreed designated environmentally friendly wildflower area and maintenance required. Councillor E Hopkinson asked if the meeting/visit had been undertaken yet.

The Assistant Clerk stated the meeting/visit hadn't taken place yet but as all concerned were present tonight she would try and arrange a date and time. She added it was hoped planting would be done in the Autumn.

RESOLVE P&S/06(21)/05 - that the Property and Services Committee resolution list up to the 11th June 2021 is received and noted.

08) TO ACCEPT A QUOTE TO REPAIR THE GATES AT THE TOP OF MANTON ROAD LEADING TO THE RECREATION GROUND.

A quotation had been circulated by email and a copy handed out at the meeting as some members are currently experiencing issues with their Councillor email addresses.

a) £530.00 net

Councillor C Cross asked if only one quotation had been sought

The Assistant Clerk stated she had only been asked to seek one quotation.

Members asked if the gate was beyond repair.

They were advised that the gate was old and was dragging on the ground causing damage. There was no more scope for adjustments to be made.

RESOLVE P&S/06(21)/06 - that the quotation to replace the gates at the top of Manton Road with like for like and to drill and pin the hinges to prevent them being lifted off at a cost of £530.00 net be accepted

09) TO AGREE AND ACCEPT A QUOTATION TO CARRY OUT THE ANNUAL PLAYGROUND INSPECTIONS.

Three quotations had been sought two had been received

i) Unaccompanied inspection £60 per park total £180.00

Accompanied inspection £86 per park – Total £258.00

ii) Accompanied inspection £232 + VAT

Councillor T Walton explained to the new Council members that a full Annual Inspection of the Councils three playgrounds was carried annually.

Chairman:

Date:

With the Park keeper who holds a playground inspection certificate monitoring the equipment throughout the year.

The annual inspection was usually an accompanied inspection with the Park keeper accompanying the Inspector.

RESOLVE P&S/06(21)/07 - that quotation i) B to carry out an accompanied playground inspection of the Councils three playgrounds at a cost of £86.00 per playground giving a total cost of £258.00 be accepted

10) TO ACCEPT A QUOTE FOR REPAIRS TO REPLACE MISSING AND BROKEN SLATES ON THE LYNCH GATE ROOF AND REPAIR THE HOLE IN THE LOWER STONWORK WHERE THE RAILINGS WERE REMOVED AT ST PETERS CHURCH.

A quotation had been circulated by email and a copy handed out at the meeting

a) £220.00 Net

The Assistant Clerk was asked if only one quotation had been sought, she advised she had only been asked to seek one quotation as maintenance work.

Councillor R Powell asked for confirmation that the Lynch Gate was owned by the Council.

The Assistant Clerk informed members that the church owned the body of the Church but all the grounds surrounding the Church were the Councils to maintain.

RESOLVE P&S/06(21)/08 - that the quotation to supply one slab and 7 red clay tiles and to repair Lynch Gate roof and re bed new and loose slabs on the path at a cost of £220.00 net be accepted

11) TO ACCEPT THE PREVIOUS GUIDELINES FOR THE COUNCILS' PUBLIC OPEN SPACES.

Councillor T Walton explained the document had been raised as a way of identifying the Councils areas of public open space and their main purpose.

Councillor C Cross asked if there was a forecast available in relation to the Crow Hill Recreation ground point 3 – The young kids' area will need updating in the future as the equipment is old and shabby.

The Assistant Clerk advised the timescale would be determined by the annual playground inspections which would when the time came declare the equipment as end of life/beyond repair.

Councillor E Hopkinson enquired in relation to Rest Gardens if any sponsorship had been found for any of the beds in the Rest Gardens.

The Assistant Clerk said this had not yet been progressed. She informed members that the flower bed on Victoria Street open space and the planters in the High Street were currently being sponsored by local businesses.

It was noted that the Friends of Irth group had planted some bulbs and bedding plants in the Rest Gardens last year.

Chairman:

Date:

Councillor R Powell felt the document was a good one. But had some reservations about Les O'Dell Memorial Park point 2 – to build a play area in the central tree area as all the houses face onto the park.

He felt placing play equipment in the tree area may lead to vandalism issues.

It was explained that the intention was for the play equipment to go near the trees not actually within the tree area itself.

RESOLVE P&S/06(21)/09 - that the previous guidelines for the Councils public Open spaces be accepted

RESOLVE P&S/06(21)/10 – that Councillor R Powell produces a report on open space provision and the recommended minimum area required for the next Property and Services meeting on the 21st September 2021.

RESOLVE P&S/06(21)/11 – that a quotation be sought from the Councils Ad Hoc Maintenance Contractor to carry out maintenance work on the boundary to either side of the entrance from Allen Road to Les O'Dell Park.

12) TO ACCEPT AND AGREE QUOTES FOR FENCING AT THE CROW HILL RECREATION GROUND AS PER **RESOLVE P&S/09(20)/43**

A) TO REPAIR AND EXTEND THE EXISTING FENCING TO ENCLOSE THE WHOLE PLAYGROUND AREA

i) No Quote

ii) £1101.41

B) TO REMOVE AND REPLACE EXISTING FENCING WITH ONE THAT ENCLOSSES THE WHOLE PLAYGROUND AREA.

i) 6200 – metal fencing with gate

ii) £2800 – stock fence

C) TO REPAIR THE EXISTING FENCE.

i) £600.00

ii) £131.41

Members were advised that currently the fence does not fully surround the children's play area. The area to the rear of the play area is open onto an area where there are trees and shrubs. Concerns about the children's safety were raised.

It was also noted that due to the play area not being fully enclosed the area could not be designated a dog free area.

It was felt both from children's safety point of view and the benefit of the area becoming dog free area that Option B – To remove and replace existing fencing with one that encloses the whole playground area was the preferred option.

Two quotations had been received for Option B. One for a Metal fence with gate - similar to those the Council has round its other children's play areas and one for a stock fence similar to the existing fence.

Chairman:

Date:

Members discussed the options; the stock fence was the preferred option.

It was explained that the cost of the preferred option was above the Property and Services Committee's delegated powers so in this instance the Committee would need to put forward a recommendation that the preferred quotation be accepted to the Full Town Council rather than resolving to accept a quotation.

RECOMMEND - that Option B quotation ii) to remove and replace the existing fence with a stock fence that encloses the whole playground area at a cost of £2800 be accepted.

13) TO ACCEPT AN OFFER OF PLANTING IN THE DRAYTON ROAD SHRUB BED

Members considered the offer from Friends of Irth group to brighten up area with shrubs and bulbs, which was appreciated.

However, at this time it was felt that the best plan of action was for the previously resolved survey of nearby residents - **RESOLVE P&S/07(20)/15** – that nearby resident of the Drayton Road Shrub bed be surveyed for their views on the current condition of the shrub bed and their suggestions for any changes they feel would enhance the shrub bed. – to be undertaken with a view to providing a long-term solution rather than a temporary solution.

RESOLVE P&S/06(21)/12 – that the Council undertakes a survey of nearby residents as previous **RESOLVE P&S/07(20)/15** – that nearby residents of the Drayton Road Shrub bed be surveyed for their views on the current condition of the shrub bed and their suggestions for any changes they feel would enhance the shrub bed.

14) TO CONSIDER INTRODUCING FEES FOR USE OF COUNCIL OWNED RECREATION GROUNDS AS PER **RESOLVE ITC/05(21)/48**

Members debated the introduction of fees.

Whilst it was felt that there may be some argument for making a charge in the case of an event held by a profit-making business. The overall feeling was that the recreation grounds belonged to the community and the community/town as a whole benefitted from any events held on the town's recreation grounds.

It was proposed that at this time fees should not be introduced with a review in a years' time.

RESOLVE P&S/06(21)/13 – that fees for the use of the Council owned recreation grounds should not be introduced at the present time.

RESOLVE P&S/06(21)/14 – that the Conditions of Use – Irthlingborough Town Councils Recreation Ground Policy, be reviewed at the Annual Meeting in May 2022 with other policies.

Date of next meeting – 21st September 2021

There being no further business the meeting closed at 8.35pm.

Chairman:

Date:

Chairman:

Date: