

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE PROPERTY AND SERVICES COMMITTEE HELD ON
TUESDAY 23RD NOVEMBER 2021 AT 7.35PM (FOLLOWING PLANNING) AT THE COMMUNITY CENTRE
FETTLIEDINE ROAD NN9 5XF

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

AGENDA

28. APOLOGIES

Councillor J Bragg – ill health

RESOLVE P&S/11(21)/37 – that Councillor J Bragg’s apology be accepted.

29. 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.

30. MINUTES – TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 21ST SEPTEMBER 2021.

Page 11 - **RESOLVE P&S/09(21)/29** – that the wording “This tree is planted in memory of all those who lost their lives during the COVID -19 pandemic” should be inscribed on the plaque to go under the new cherry tree in the Rest Gardens. – Councillor C Cross requested removal of words *This tree is planted-* as felt it sounded better starting In memory

RESOLVE P&S/11(21)/38 - that the amended minutes of the Property and Services Committee meeting of Tuesday 21st September be approved and signed as a correct record of proceedings

31. MATTERS ARISING – TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 21ST SEPTEMBER 2021 (UNLESS COVERED BELOW)

Page 8 – Item 18 - Page 3 10. TO RECEIVE AN EMAIL ABOUT THE SHRUB BED ON DRAYTON ROAD AND AGREE ANY ACTION.

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 residents had been

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undertaken yet. - The Assistant Clerk stated that it hadn't as Councillor C Cross had agreed at a previous meeting to action with the Assistant Clerk.

Councillor C Cross asked if the Assistant Clerk would like her to put together a survey.

The Assistant Clerk said yes if she could draft one and bring it to the next meeting for approval by the committee.

Page 9 – Item 20 - TO CONSIDER THE EXISTING INVENTORY OF THE COMMUNITY CENTRE KITCHEN AND DECIDE IF WE NEED TO ADD TO THIS AS PARTY BOOKINGS INCREASE.

RESOLVE P&S/09(21)/18 – that the Council purchases 100 dinner sets in a robust plain white style, 100 complete sets of cutlery along with sufficient serving spoons and teaspoons within a budget of £750. – Councillor C Cross asked if the dinner sets had been sourced.

The Assistant Clerk was waiting to have a meeting with the caretaker at the Community Centre to discuss it and would then take her findings to the Clerk for further discussions.

Page 11 – Item 23 - TO CONSIDER REQUIREMENT FOR ADDITIONAL PLAY EQUIPMENT PROVISION.

RESOLVE P&S/09(21)/26 – that the Property and Services Committee as a whole carry out a site visit to the Crow Hill Recreation Ground. The time and date of the visit to be co-ordinated by Councillor E Hopkinson. – Councillor E Hopkinson said he would be organizing this once the lorry survey had been undertaken

32. TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE PROPERTY AND SERVICES COMMITTEE RESOLUTIONS UP TO 16TH NOVEMBER 2021.

Page 1 - **RESOLVE P&S/11(19)/93** – that a survey to establish what activities/facilities people would like see included in a refurbishment of the MUGA, be drafted for approval. Once approved the survey will be placed onto the Irthlingborough Town Council website. – Councillor C Cross asked if any feedback had been received.

The Assistant Clerk said the survey had not been sent out.

Page 1 - **RESOLVE P&S/01(20)/110** – that the possibility of obtaining sponsorship for a bench in the High Street in front of the library be investigated. – Councillor C Cross if there was any update on this.

The Assistant Clerk said sponsorship hadn't been investigated.

Page 1 - **RESOLVE P&S/01(20)/111** – that the quotation to carry out repairs to the wooden Cemetery Hut located in the Church Street Cemetery up to a value of £1000 + VAT be accepted. The repairs to include the removal of growth from the building, replacement of the outer skin boards, doors and floor repaired/maintained and the whole building repainted.

Action – **job sheet raised for OSM for work Spring /Summer 2020**
Works scheduled for w/c 24th August 2020.

Councillor C Cross had attended a funeral at St Peter's Church on the 16th November 2021 people had commented on what an eyesore the Cemetery Hut was. It says the work was scheduled for August 2020 but it still hasn't been done.

The Assistant Clerk said she would chase for the work to be carried out and in the meantime would put a notice onto the Council website to advise people the Council is aware of the poor state the Cemetery Hut is in and that an order to repair and repaint has been placed.

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Councillor C Cross also indicated that there had been comments that the footpath was hazardous too.

Page 5 - **RESOLVE P&S/09(21)/24** - that 3 quotations be sought to carry out all the High Risk item repairs/actions as suggested in the Annual Playground Inspection Reports across the towns 3 play areas at the Crow Hill Recreation Ground, Les O'Dell and the Central Recreation Ground.

and

RESOLVE P&S/09(21)/25 – that the Clerk be given delegated authority to accept the quotation she considered best value to carry out all the High Risk item repairs/actions as suggested in the Annual Playground Inspection Reports across the towns 3 play areas at the Crow Hill Recreation Ground, Les O'Dell and the Central Recreation Ground rather than bring the quotations back to the Property and Services Committee for consideration. – Councillor E Hopkinson asked if the High Risk actions from the Annual Playground Inspection in July had been actioned.

The Assistant Clerk replied that three quotations to carry out the High Risk actions had now been received. They were awaiting the Clerks return for her to accept the quotation she considered best value.

Page 6 – Item 27 - TO CONSIDER AND AGREE A TREE QUOTE TO REDUCE THE OVERGROWN TREES ALONG THE PATHWAY ON CHURCH WALK FOLLOWING COMPLETION OF PLANNING. (APPLICATION SUBMITTED)

RESOLVE P&S/09(21)/36 – that the cheapest quotation B at a cost of £425.00 + VAT be accepted.

Action Tree surgeon advised to proceed once planning permission approved - The Assistant Clerk informed members that planning permission had only been received on the 11th November.

RESOLVE P&S/11(21)/39 - that the actions taken against the Property and Services Committee resolution list up to the 16th November 2021 are received and noted.

33. TO RECEIVE AN UPDATE FROM CLLR POWELL REF; NORTH NORTANTS LITTER POLICY AS PER **RESOLVE P&S/09(21)/19** – THAT UNITARY COUNCILLOR R POWELL MAKES ENQUIRIES AS TO WHAT THE NORTH NORTANTS UNITARY COUNCILS POLICY ON LITTER IS AND IF IT HAS ANY PROMOTIONAL MATERIALS AVAILABLE IRTHLINGBOROUGH TOWN COUNCILS COULD USE.

Councillor Powell stated that North Northants Council had a strategy for litter and fly tipping which had been adopted on 26th August 2021. The report was online Appendix 1 pages 315-318 gave a summary of what the Unitary Council will do in regards to their litter strategy.

RESOLVE P&S/11(21)/40 - that the update from Unitary Councillor R Powell is received and noted.

RESOLVE P&S/11(21)/41 – that the Assistant Clerk downloads Appendix 1 pages 315-318 of the North Northants Litter and Fly Tipping strategy and circulates it to members by email and brings it to the next meeting.

RESOLVE P&S/11(21)/42 - that this item is brought back to the next Property and Services Committee meeting on 25th January 2022 for further discussion.

34. TO CONSIDER PRICES FOR FOOTBALL NETS FOR THE CROW HILL RECREATION GROUND GOAL POSTS

Two additional quotations were sought in addition to the initial one A)

A) £137.99 per pair

B) **FROM** £89.95 per pair –

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C) no response.

No prices had been sought for the nets clips and metal pegs required to fix them.

It was understood that there were currently discounts available from the firm who had initially quoted.

RESOLVE P&S/11(21)/43 – that the Assistant Clerk investigates the current price A) after discount and then accepts the cheapest quotation, net clips and metal pegs for fixing also to be procured.

35. TO AGREE A DATE TO PLANT A MEMORIAL CHERRY TREE IN THE REST GARDENS AS PER **RESOLVE P&S/09(21)32** THAT MEMBERS BRING SUGGESTIONS FOR A SUITABLE DATE AND TIME.

An email had been circulated on the 9th November to remind members date suggestions were required.

Both Councillor C Cross and E Hopkinson suggested the anniversary of the first cases linked to COVID -19 - Saturday 29th January.

RESOLVE P&S/11(21)/44 - that it was agreed to plant a memorial Cherry tree in the Rest Gardens on Saturday 29th January 2022 at 12 noon.

It was suggested that some guests and the press were invited.

RESOLVE P&S/11(21)/45 – that invitations to the Memorial Tree Planting be sent to: _
Lord Lieutenant of Northamptonshire
Kate James – who set up the Irthlingborough Community Group
Huxlow Science College - Head Boy and Girl
Irthlingborough Nursery Infant and Junior Schools – Representative perhaps from school councils
Churches

RESOLVE P&S/11(21)/46 – that the local press are invited to cover the Memorial Tree Planting on the 29th January 2022 at 12 noon.

36. TO AGREE IMPROVEMENTS TO SCARBOROUGH STREET/COLLEGE STREET PAVED SEATING AREA FOLLOWING VISIT BY JOHN COMONT.

Co-opted member J Comont had submitted a report on the paved seating area which gave some information on the trees in the area and also some suggestions for improving the paved seating area.

Members felt that advice from the Tree Officer as to the best course of action – removal and replacement of the tree or work to enable the tree to be retained would be beneficial.

Members felt the area was currently dangerous and should be temporarily closed.

A request should be made for the privately owned wall to the rear of the public open space to be repaired.

RESOLVE P&S/11(21)/47 - that the report from J Comont was received and noted.

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RESOLVE P&S/11(21)/48 – that the North Northants Tree Officer is asked to visit the site to assess the best course of action in regard to the ornamental Cherry Tree in the Scarborough Street/ College Street paved area.

RESOLVE P&S/11(21)/49 – that a sign is put up advising that the area is temporarily closed in the interest of safety.

RESOLVE P&S/11(21)/50 – that the Council writes to the property owners whose rear wall adjoins the public paved seating area Scarborough Street/College Street asking if they would carry out repairs to the wall to make it safe.

RESOLVE P&S/11(21)/51 – that this item is brought back to the next Property and Services meeting 25th January 2022 for further discussion.

37. TO ACCEPT A QUOTE TO REPAIR THE WITCHES HAT AT THE CENTRAL RECREATION GROUND FOR £1099.30 PLUS £25 DELIVERY CLASSED AS HIGH RISK ON RECENT PLAY GROUND INSPECTION REPORT.

The Assistant Clerk brought members attention to the play equipment installers letter which offered two options

The first that the witches hat net be removed and transported to their factory for inspection prior to them raising of a quotation which would include removal, transportation, inspection, repair, transportation and reinstatement costs.

The second option to supply and install a new witches hat net.

RESOLVE P&S/11(21)/52 - that the quotation for the supply delivery and installation of a new upper net at a cost of £1099.30 plus delivery £25 is accepted.

RESOLVE P&S/11(21)/53 – that the existing damaged witches hat net be removed as soon as possible and a notice put onto the Council website, explaining the equipment had been removed as it had been identified as a high risk item on the recent playground inspection and advising that a replacement net had been ordered.

38. TO CONSIDER DRAFT UNDER **RESOLVE P&S/09(21)/27** – THAT A CROW HILL RESIDENT SURVEY IS DRAFTED FOR APPROVAL.

Members went through the draft document.

They proposed amendments to the introduction and the removal of some of the listed options.

It was proposed that some sort of shade would need to be provided.

RESOLVE P&S/11(21)/54 – that the Assistant Clerk amends the draft document and brings it back to the next Property and Services meeting on the 25th January 2022 for approval and further discussion.

Date of next meeting: 25th January 2022

There being no further business the meeting closed at 20.43pm.

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