

## IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF THE PROPERTY AND SERVICES COMMITTEE HELD ON  
TUESDAY 26<sup>TH</sup> JULY 2022 AT 7.40PM (FOLLOWING PLANNING) AT THE COMMUNITY CENTRE  
FETTLEDINE ROAD NN9 5XF

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

ALSO PRESENT:

AGENDA

16. ELECTION OF CHAIRMAN – TO ELECT A CHAIR FOR THE CIVIC YEAR 2022/23

Nominations for Chairman were requested

Councillor T Walton was nominated and seconded

There were no other nominations

**RESOLVE P&S/07(22)/14** – that Councillor T Walton be elected Chairman of the Property and Services Committee for Civic Year 2022-2023

17. ELECTION OF VICE CHAIRMAN – TO ELECT A VICE CHAIR FOR THE CIVIC YEAR 2022/23

Nominations for Vice Chairman were requested

Councillor E Hopkinson was nominated and seconded

There were no other nominations

**RESOLVE P&S/07(22)/15** – that Councillor E Hopkinson be elected Vice Chairman of the Property and Services Committee for Civic Year 2022-2023

18. APOLOGIES

Councillor J Bragg – Family Commitment

Councillor C Cross – Family Commitment

**RESOLVE P&S/07(22)/16** – that Councillors J Bragg and C Cross's apologies be accepted.

Chairman:

Date:

19. 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.

20. MINUTES – TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 31<sup>ST</sup> MAY 2022.

**RESOLVE P&S/07(22)/17** - that the minutes of the Property and Services Committee meeting of Tuesday 31<sup>st</sup> May 2022 be approved and signed as a correct record of proceedings

21. MATTERS ARISING – TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE PROPERTY AND SERVICES COMMITTEE MEETING HELD ON 31<sup>ST</sup> MAY 2022. (UNLESS COVERED BELOW)

Page 2 Item 08 - TO AGREE A QUOTE TO REPLACE THE COMMUNITY CENTRE BOILER.

**RESOLVE P&S/05(22)/04** – that the current quotations are not to be accepted at this moment in time and a specification is prepared by the OSM contractor for two domestic boilers and solar panels and new quotes to be brought to a future meeting. – Councillor R Powell asked if quotations had been sought yet.

The Clerk responded that it was ongoing.

Page 3 Item 15 - **RESOLVE P&S/05(22)/12** - to establish if the Ebbw Vale Road bus stop is still being used as a stop. – Councillor J Farrar asked if there was an update.

Councillor E Hopkinson advised that the shelter was no longer in use. No buses currently go to the Ebbw Vale Road Estate.

22. TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE PROPERTY AND SERVICES COMMITTEE RESOLUTIONS UP TO 19TH JULY 2022.

Nothing was raised.

**RESOLVE P&S/07(22)/18-** that the Property and Services Committee resolution list up to the 19<sup>th</sup> July 2022 is received and noted.

23. TO AGREE TO THE COST OF A LANDSCAPER TO CARRY OUT A SITE VISIT AND DRAW A PROPOSAL FOR THE DRAYTON ROAD SHRUB BED

A quotation had been received for a consultation at a cost of £99.

Members felt the term consultation did not clarify whether the cost was for a site visit or a site visit and drawing up a of a design.

The Council had been hoping that the Garden Centre would take on the designing and planting of the shrub bed as a Community Engagement/Sponsorship project.

It was felt the Garden Centre had misinterpreted the Councils approach.

Chairman:

Date:

It was proposed that the quotation was not accepted and that the Clerk writes to the Garden Centre asking if they would consider undertaking the project on as a Community Engagement/sponsorship Project.

**RESOLVE P&S/07(22)/19** - that the quotation for a consultation at the cost of £99 for the regeneration of the Drayton Road Shrub bed is not accepted.

**RESOLVE P&S/07(22)/20** – that the Clerk writes to the Garden Centre to ask if they would consider undertaking the designing and planting of the shrub bed in Drayton Road as a Community engagement/sponsorship project with their contribution being recognised with the installation of a plaque at the site.

24. TO CONSIDER A QUOTE FOR REPLACEMENT PANELS ON BUS SHELTERS AS PER **RESOLVE P&S/05(22)/13**.

One quotation for hammergeass replacement panels.

1990mm x 1190mm panels £385.00 each – need x 2

1990mm x 590mm panels £189.00 each – need x 2

Fitting £45.00 PER PANEL so -need x 4

Delivery £2.70

Total per shelter £1330.70

It was felt the cost was high and members had reservations as to whether the hammergeass alternative would be any easier to clean/maintain than the existing panels.

The Council had been assured the existing panels were easy to clean. This had proved to be inaccurate.

It was felt that other alternatives including metal replacement panels should be investigated before a decision was made.

**RESOLVE P&S/07(22)/21** – that the quotation to replace the existing bus shelter panels with a hammergeass replacement panels at a cost of £1330.70 per bus shelter is not accepted.

**RESOLVE P&S/07(22)/22** – that Councillor S Boyer investigates the options further, looking at other glazing and metal options for replacement panels. Councillor S Boyer to advise the Committee of his findings.

25. TO CONSIDER THE FUTURE PROVISION OF DOG/WASTE BINS AS PER **RESOLVE P&S/01 (22)/62** – THAT THE PROVISION OF REPLACEMENT OF DOG WASTE BINS IN THE FUTURE IS BROUGHT TO P&S.

The North Northamptonshire Council Street Cleansing Policy Section 5.0 Dog Bins says – North Northamptonshire does not provide dog waste bins as bagged dog waste can be placed in an ordinary litter bin or taken home for disposal in the residual waste bin. However, some dog bins remain in place from previous arrangements and will be emptied where the Council is responsible for them. When a bin is past its useful life it may be replaced by a litter bin if there is a need for a bin in that location.

The Clerk informed members that the Park keeper currently sorts the rubbish in litter bins on Council owned land to recycle as much as possible as part of a trial scheme Irthlingborough Council instigated in conjunction with East Northamptonshire Council. It is not desirable to have dog waste even if bagged in bins being sorted through.

Chairman:

Date:

Councillors P and S Boyer own dogs and do not feel comfortable putting bagged dog waste in litter bins. They felt that the Council needed to retain dog waste bins.

Dog bins give a clear indication of what the bin is for, dog owners know where to put their bagged waste. If there are no dog bins, people are not clear where to put it and the amount of dog waste not picked up or bagged and left lying around will increase.

Members then discussed what to do if a request for a repair/replacement/new installation of a dog waste bin is received for a non-Council owned land location.

It was felt that each request would need to be considered on its merits. To repair/replace/install the bin would incur cost as would the regular emptying of the bin if North Northamptonshire had deemed it past the end of its useful life and ceased collections.

It was proposed that a draft Irthlingborough Town Council Dog Waste Bin Policy setting out clear criteria/guidelines against which a request to repair/replace or install a dog waste bin on non Council owned land would be considered, be raised and brought to a future meeting.

**RESOLVE P&S/07(22)/23** – that it is agreed to repair/replace/install dog bins on Council land as required.

**RESOLVE P&S/07(22)/24** – that Policy and Resources Committee are asked to include a budget for the repair/replacement/installation of dog waste bins and dog waste bin collections in the 2023/2024 budget.

**RESOLVE P&S/07(22)/25** – that the Clerk drafts an Irthlingborough Town Council Dog Waste Bin Policy and brings it to a future meeting for consideration.

## 26. TO ACCEPT A QUOTE FOR THE ANNUAL PLAYGROUND INSPECTIONS.

One quotation had been received - £303.00 + VAT

The Clerk explained that in the past additional quotations had been sought. However, alternative companies' quotations were priced per play area and a set number of pieces of equipment in each area. Any equipment over that set number were charged at an additional rate. Quotations on that basis were very costly/uncompetitive. Other firms also tended to charge additional fees for an accompanied inspection.

**RESOLVE P&S/07(22)/26** - that the quotation to carry out an accompanied playground inspection of the Councils three playgrounds at a cost of £303.00 + VAT be accepted

## 27. COMMUNITY CENTRE

i) TO CONSIDER COMMUNITY CENTRE IMPROVEMENTS AND AGREE A SPECIFICATION FOR THE WORK

Several suggestions were raised.

The condition of the paving area in the Courtyard was discussed. The Ad Hoc Maintenance contractor had recently cleaned it but it had not come up to a desired standard. Repaving of the area was suggested. The cost of repaving the area would be very high, members felt that a professional clean should be tried in the first instance.

Chairman:

Date:

Councillor R Powell considered the venue would benefit from a larger car parking provision. Land to the rear of the building was owned by the Frontier Centre and it was proposed that they be approached to see if they would be willing to discuss the possibility of the Council using some of their land as an additional car parking area.

Concerns were raised about the accessibility of the building for the less able bodied. The main entrance to the centre has double opening doors but there is a slightly raised section of frame across the floor. Members proposed options to adapt that area to make it more user friendly.

**RESOLVE P&S/07(22)/27** - that quotations are sought for a professional clean of the paved area of the Community Centre Courtyard.

**RESOLVE P&S/07(22)/28** – that the Clerk writes to the Frontier Centre to ask if they would be willing to enter into dialogue to discuss the Council using an area of their land as an additional car parking provision for the Community Centre.

**RESOLVE P&S/07(22)/29** – that quotations are sought for a DDA assessment of the Community Centre to obtain advice on making it more suitable for less able bodied users.

ii) TO CONSIDER REFURBISHING THE COMMUNITY CENTRE KITCHEN AND IF REQUIRED TO AGREE A SPECIFICATION TO ALLOW QUOTES TO BE SOUGHT

It was agreed that the current kitchen layout and oven provision was satisfactory. There are two entrance/exit doors a large hatch which serves the Main Hall a smaller hatch which serves the Meeting Room.

The kitchen currently does not have a dishwasher which members felt would be a valuable addition to the facilities.

Several other ideas were put forward, the views of members of their value varied.

It was suggested that the best people to ask about the suitability of the kitchen and what, if anything would improve it, would be the hirers both past and present.

**RESOLVE P&S/07(22)/30** – that quotations be sought for the provision and installation of a dishwasher for the Community Centre kitchen.

**RESOLVE P&S/07(22)/31** – that Councillors bring suggestions for questions to compile a user survey to the next Property and Services meeting scheduled for 20<sup>th</sup> September 2022

**RESOLVE P&S/07(22)/32** – that Councillors bring suggestions for questions to compile a local residents survey to the next Property and Services meeting scheduled for 20<sup>th</sup> September 2022

**RESOLVE P&S/07(22)/33** – that an agenda item – To review the current marketing of the community Centre and discuss additional ideas to market the Community Centre be put onto the next Property and Services meeting Agenda 20<sup>th</sup> September 2022

28. TO CONSIDER REPAIRS TO THE CHURCHYARD PATHS AND AGREE A SPECIFICATION

The main footpath which runs from Church Street entrance to the St Peters Way entrance is a very well used path which is in a poor condition.

Chairman:

Date:

There are smaller paths which lead to different sections of the cemetery but these are infrequently used.

It was decided to focus on the main thoroughfare.

The Clerk advised that a specification for the resurfacing of a footpath had been obtained when the Council had resurfaced the Finedon Road to Central Recreation Ground footpath.

It was proposed that quotations were sought using the same specification.

**RESOLVE P&S/07(22)/34** - that quotations be sought for the resurfacing of the length of footpath that runs from the Church Street entrance of the cemetery to the St Peters Way entrance using the same specification used previously.

Date of next meeting: 20<sup>th</sup> September 2022 at the Community Centre Fettleline Road NN9 5XF

There being no further business the meeting closed at 9.05pm.

Chairman:

Date: