

# TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 8<sup>th</sup> March 2010** in Telscombe Civic Centre at 7.30 pm.

**PRESENT** Councillors: Ms L Hallett (Chairman)  
Mr J Harris, Mr B Page  
Mrs B Sawyers, Mr A Smith  
Mr R Maskell, Mr J Page

**APOLOGIES** Councillors: Mr P Howson, Mr T Armour  
Mr T Banning Ms M Pepper

*No members of the public were present.*

## 273. **DECLARATIONS OF INTEREST**

There were no declarations of interest from the members present.

## 274. **TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> JANUARY**

The minutes of the above meeting were approved by the Committee and signed as correct by the Chairman

## 275. **MATTERS ARISING**

An explanation of the background to the discussion on the emailing of documents at the meeting on 15<sup>th</sup> January 2010 (Minute 271) was requested. The Chairman advised that the meeting had agreed to maintain the status quo as members liked the coloured paper agendas and minutes. The meeting did agree that as standing orders were being reviewed individual Councillors should have the option to opt out of receiving paper copies and this option should be reflected in the new standing orders.

## 276. **TO NOTE THE INCOME AND EXPENDITURE ACCOUNTS FOR THE COMMITTEE TO 31<sup>ST</sup> DECEMBER 2009**

The Clerk was requested to check the items shown against income and expenditure codes 4056 professional fees and 4098 play equipment replacement.

## 277. **TO NOTE LANDSCAPE MAINTENANCE SITE DIRECTIONS**

The meeting considered and noted the site directions.

## 278. **UPDATE ON GROUNDS MAINTENANCE CONTRACT**

The Clerk advised that following the recent tender exercise it had been resolved at the Policy and Resources Committee on 1<sup>st</sup> March to award the contract to Wyevale Grounds Maintenance for a further twelve month period.

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## 279. UPDATE ON PICNIC BENCHES

Following a brief report from the Clerk advising of three quotations it was proposed by Councillor J Page seconded by Councillor Sawyers and:-

**RESOLVED** to award the contract for installing the three benches to HR Goodwin Groundcare.

## 280. TO CONSIDER QUOTATIONS FOR BLINDS FOR THE CIVIC CENTRE EXHIBITION AREA WINDOWS

The meeting was advised that the Deputy Clerk had had obtained four quotations for the installation of blinds in the exhibition area. It was considered important to have the facility to provide privacy for events being held in the exhibition area. It was proposed by Councillor Smith seconded by Councillor J Page and:-

**RESOLVED** that the quotation from Sussex Blinds for £392 net of VAT be accepted for the provision and installation of new blinds in the Civic Centre exhibition area.

## 281. NOTE REMOVAL OF AIR MONITORING UNIT AND CONSIDER OPTIONS FOR SIGNAGE ON CIVIC CENTRE WALL FACING THE A259

The Chairman noted the improved appearance of the building after the removal of the unit. Councillor J Page advised the meeting that there were now opportunities to use the wall for displaying commercial signage and details of local events and he would investigate options. The installation of a new free standing (eight sheet) notice board for Town Council notices was also considered. It was proposed by Councillor J Page, seconded by Councillor Sawyers and:-

**RESOLVED** to purchase a free standing black anodised aluminium eight sheet notice board for installation at the front of the Civic Centre.

The meeting further considered the importance of additional notice boards in other areas of the Town and it was proposed by Councillor J Page, seconded by Cllr Maskell and:-

**RESOLVED** that a notice board be purchased for installation on the Tesco shop – subject to negotiations and agreement with Tesco. Negotiations would be undertaken by Councillors Smith and Harris.

## 282. UPDATE ON FUTURE CIVIC CENTRE WORKS

The Clerk advised that Lewes District Council Building Control Section were content with the proposals for the removal of the back wall and were waiting on the final approval of the fire officer.

## 283. TO NOTE RELOCATION OF CUPBOARDS FROM THE COUNCIL CHAMBER

The Committee noted the work had been undertaken.

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284. **TO CONSIDER PLANTING A PERMANENT CHRISTMAS TREE AT THE FRONT OF THE CIVIC CENTRE**

The Committee considered the cost and aesthetic benefits of planting a conifer at the front of the Civic Centre. Concerns were expressed in respect of the exposed nature of the site and it was considered prudent to seek expert advice. It was proposed by Councillor Smith, seconded by Councillor Harris and:-

**RESOLVED** to seek advice from an Arborist in respect of the site and type of conifer to plant at the front of the Civic Centre.

285. **TO CONSIDER REMOVAL OF SHRUBS ADJACENT TO CIVIC CENTRE CAR PARK ENTRANCE AND INSTALLATION OF BIGGER NOTICE BOARD TO REPLACE EXISTING ONE**

Concerns were expressed that the removal of the shrubs may erode the boundary of the Council's property. It was agreed the shrubs should be trimmed to a suitable height to improve sight lines. The Committee decided that a larger notice board should not be pursued as an additional board was planned for the front of the building

There being no other business, the meeting closed at 8.05 pm.

Signed .....  
CHAIRMAN - Cllr L Hallett

NB The next meeting of the Committee will be held on **Monday 24<sup>th</sup> May 2010 commencing at 7.30 pm**