

Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Wednesday 16th September 2009** in Telscombe Civic Centre at 7.30 pm.

PRESENT

Councillors: Ms L Hallett (Chairman)
Mr T Banning (Vice Chairman)
Mr J Harris, Mr B Page
Mrs B Sawyers, Mr A Smith
Mr J Page,

APOLOGIES

Councillors: Mr P Howson, Mr R Maskell,
Mr T Armour

There being no members of the public present the meeting moved to the first agenda item.

229. **DECLARATIONS OF INTEREST**

There were no declarations of prejudicial or personal interest.

230. **TO APPROVE AND SIGN MINUTES OF THE MEETING HELD ON WEDNESDAY 15TH JULY 2009**

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

231. **MATTERS ARISING**

There were no matters arising.

232. **TO NOTE THE INCOME AND EXPENDITURE ACCOUNTS TO 30TH AUGUST 2009**

Not all Councillors had copies and this item was deferred to the next meeting of the Committee.

233. **TO NOTE LANDSCAPE MAINTENANCE SITE DIRECTIONS**

The Committee noted the report.

234. **RENEWAL OF GROUNDS MAINTENANCE CONTRACT**

Cllr J Page confirmed he was in contact with the County Council in respect of producing the detailed specification for the new contract.

235. **UPDATE ON PICNIC TABLES FOR CHATSWORTH PARK**

Members of the Committee gave an update on a recent visit to Chatsworth Park with the contract manager and local Police. Park users had also been consulted during the visit. Two suitable locations for tables had been established and it was noted that the tables should be

235. Contd Update on Picnic Tables for Chatsworth Park

accessible for wheel chair users. The Committee considered the tables could be installed using in house services. It was proposed by Cllr B Page, seconded by Cllr A Smith and

RESOLVED that two wheel chair accessible picnic tables be purchased from Playdale to be installed by the in-house team.

236. REPLACEMENT BIN AND PICNIC TABLE ROBERT KINGAN PLAYSPACE

The Committee considered a brief report from the Clerk in respect of the replacement of two worn out items (frog bin and picnic table) in the Robert Kingan play space. It was proposed by Cllr J Page and seconded by Cllr B Sawyers and

RESOLVED that a new novelty bear bin be purchased to replace the frog bin and a new Playdale picnic table be purchased to replace the old one, the picnic table to be installed by the in-house team.

237. UPDATE ON TELEPHONE MAST INSTALLATION

The Committee noted that the installation of the Vodafone telecoms mast at the Civic Centre was now completed.

238. UPDATE ON EXTERNAL PAINTING OF CIVIC CENTRE

The Committee noted that the external painting of the Civic Centre had been completed.

239. UPDATE ON BARRIERS FOR CIVIC CENTRE CAR PARK

The Committee considered a brief report from the Town Clerk that included two estimates for a locking barrier system for the Civic Centre car park. The Committee discussed an alternative ticket based control system and it was proposed by Cllr J Page and seconded by Cllr B Page and

RESOLVED that the Clerk be requested to obtain a further quotation for a car park ticket control system

240. UPDATE ON REMOVAL OF SHRUBS AND LAYING TO LAWN

The Committee noted that the works could be met from the existing grounds maintenance contract and that the removal of the air-monitoring unit would enable the whole area to be turned to lawn.

241. UPDATE ON QUIZ NIGHT IN AID OF MAYOR'S CHARITY

The Chairman advised that the quiz night and raffle had been very successful and it was proposed by Cllr J Page seconded by Cllr B Page and

RESOLVED to hold future quiz nights on a quarterly basis on the first Friday of the month.

242. **COCKNEY EVENING**

The Committee unanimously

RESOLVED to hold another Cockney Evening on 4th December.

243. **AIR CONDITIONING UNIT IN COUNCIL CHAMBER**

The Committee noted a brief report from the Clerk advising that the air-handling unit filter had been cleaned and operating instructions fixed next to the controls in the Council Chamber.

244. **RE-POINTING OF CIVIC CENTRE PATIO**

The committee considered three quotations obtained by the contract manager for the re-pointing of the civic centre patio area. It was proposed by Cllr J Page, seconded by Cllr L Hallett and

RESOLVED that the lowest quotation for the work be accepted.

245. **DEMAND MANAGEMENT SYSTEM TO HELP ESTABLISH CIVIC CENTRE CALLER ACTIVITY**

Cllr Smith outlined the principals demand management. It was agreed Cllr Smith would meet the Clerk and Deputy Clerk to discuss the system further.

246. **ANY OTHER BUSINESS THE CHAIRMAN CONSIDERS AS URGENT**

There being no further business the meeting closed at 8.49 pm.

Signed

CHAIRMAN - Ms L Hallett

NB The next meeting of the Committee will be held on Wednesday **18th November 2009 commencing at 7.30 pm**