

# TELSCOMBE TOWN COUNCIL



Minutes of a meeting of the **AMENITIES & CIVIC CENTRE COMMITTEE** held on **Monday 30<sup>th</sup> January 2017** in Telscombe Civic Centre at 7.30 pm.

**PRESENT** Councillors: T Armour, G Maskell *Mayor*, R Maskell, B Page,  
J Wilkins *Deputy Mayor & Chairman*

**Also Present:** Stella Newman, Deputy Town Clerk (*minutes*)

## **924. PUBLIC QUESTION TIME**

There were no questions from the public present.

## **925. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Apologies were received from Cllrs A Loraine and W Botting due to work commitments, Cllr Smith due to another meeting and Cllr J Harris due to poor health and these reasons for absence were accepted.

## **926. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST**

None.

## **927. TO APPROVE AND SIGN THE MINUTES OF THE MEETING HELD ON MONDAY 28<sup>th</sup> NOVEMBER 2016**

The Committee considered the minutes of the above meeting. It was proposed by Cllr R Maskell, seconded by Cllr B Page and unanimously

**RESOLVED** that they were a true record of the proceedings and were signed as correct by the Chairman, Cllr J Wilkins.

## **928. MATTERS ARISING FOR NOTING**

Min 914, p2548, Future Events – It was noted that Wiltshire Farm Foods had given us £100 to cover the food on Christmas morning and Cllr G Maskell queried regarding collection monies for the Mayor's charity fund on the morning. The Deputy Clerk will check how much was raised. Cllr Wilkins asked if the table tennis table had been collected and she was informed that the scouts are trying to arrange transport to collect it.

## **929. TO RECEIVE ACTION LIST**

Min 917, p2549, Treeworks in Chatsworth Park:- – Cllrs asked if the treeworks had been completed by RW Green and they were advised they had been and an invoice received, but we need to check to ensure works have been carried out as per the specification. Cllr B Page was pleased to note that EH Treecare had carried out the kerbside treeworks in Kirby Drive. Cllr Armour asked if anything was happening regarding refurbishment of the information board on the Tye close to Gorham Court and Cllr B Page advised he will take a look at it.

## **930. TO RECEIVE INCOME AND EXPENDITURE TO 31<sup>st</sup> DECEMBER 2016**

The actual year to date figures for Amenities of £26,548 expenditure and £610 income and for the Civic Centre of £32,297 expenditure and £30,595 income were noted and **agreed**.

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## **931. FUTURE EVENTS – including Summer Fayre, Quiz Nights, Tyefest, Fireworks**

Summer fayre – The Deputy Town Clerk advised that the Southern Stomp Line Dancing had confirmed attendance and the animal handling people can come and will charge £250 which was **agreed**. The fayre is funded by sponsorship and if there is any unspent at the end of the event, it is placed in an earmarked reserve. Arena events were discussed and various activities will be investigated. A working group meeting will be arranged shortly.

Tyefest - Cllr Armour proposed that as we are holding the summer fayre this year, that we do not hold Tyefest as well, but possibly look at having it again next year and this was unanimously **agreed**.

Fireworks - This event is normally held on the first Saturday of September and it was noted that the firework company will hold their price despite an increase in firework prices, but had suggested reducing the length of the display by 3 minutes to 17 minutes to enhance the display and this was unanimously **agreed**.

Quiz nights – it was **agreed** to just hold the quiz nights for the major fundraising events for the moment being Comic Relief in March, Macmillan in September and Children in Need in November.

Other events – It was **agreed** not to reserve tables for the bingo evening as people had been ringing and reserving tables and not attending. No new events were discussed.

## **932. UPDATE ON MULTI-USE LITTER/DOG WASTE BIN FOR CLIFFTOP**

It was noted that Burleys could empty a bin if we put one on the clifftop at the top of the steps leading down to the beach at Portobello, but in view of the safety issue recently highlighted with that particular area of clifftop it was unanimously

**RECOMMENDED** that the purchase of a bin be put on hold until the situation is rectified.

## **933. TO CONSIDER PURCHASE OF NEW CHAIRS**

Replacement of the blue chairs had been discussed at the last meeting and 4 sample chairs obtained. Councillors tried the chairs and liked them and it was proposed by Cllr T Armour, seconded by Cllr R Maskell and

**RECOMMENDED** that 64 Swift black frame conference chairs be purchased at a cost of £22.25 each net of VAT, total £1,424 and the old stained chairs be given away to a charity or community group such as the brownies or guides.

## **934. TO CONSIDER PURCHASE OF WHEELED TABLES**

The report regarding the necessity to purchase wheeled tilt top tables for the upstairs rooms was debated and it was proposed by Cllr R Maskell, seconded by Cllr T Armour and

**RECOMMENDED** that 11 Telford tilt top tables in Royal Oak MFC with silver frame be purchased at a cost of £2,527.80 excluding VAT, the tables with the damaged legs be disposed of and the remainder be offered to a charity or community group as with the chairs.



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## **935. TO CONSIDER ESTIMATES FOR RADIATOR/HEATING WORK AT CIVIC CENTRE**

It was noted that to date, although one estimate had been obtained for a replacement radiator in the foyer, we had been unable to get an estimate for a mechanical flush for the central heating system. Cllr Maskell advised there are several companies in the Brighton area who undertake this work and it was proposed by Cllr B Page, seconded by Cllr T Armour and

**RECOMMENDED** that British Gas and some other companies be approached to quote for a replacement radiator and mechanical flush of the central heating system and that Cllr R Maskell and the Deputy Town Clerk/RFO agree an acceptable quotation.

## **936. TO CONSIDER ESTIMATES FOR EXTERNAL WORKS TO CIVIC CENTRE**

There was long deliberation over the three estimates that had been received for roofing repairs and fascia/soffit board work and their prices. It was noted that only one company had put on their estimate that they guaranteed their work and it was therefore proposed by Cllr B Page, seconded by Cllr R Maskell and unanimously

**RECOMMENDED** that the other two companies be asked if they provide a guarantee of their work and if the cheapest one gave a guarantee then delegated authority be granted to Cllrs R Maskell and B Page to decide which one to accept.

## **937. TO CONSIDER ESTIMATES FOR REDECORATION OF UPSTAIRS ROOMS IN CIVIC CENTRE**

The three estimates were considered and it was noted that one had included an extra £300 to paint woodwork, whereas the other two were for walls only. It was unanimously

**RECOMMENDED** that O Sierra be asked to quote for painting the woodwork too and if his price for this was under £350, that his quote of £590 plus the woodwork be accepted.

## **938. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA**

The Deputy Town Clerk advised that a few days ago a lorry and driven over the new bin which had recently been installed by the hedge of the car park. The driver had parked at an angle in our car park to go to the shop, ran over the bin when departing and had driven off without stopping. It had, however, been recorded on the CCTV. Unfortunately due to the poor quality of the recording we were unable to get a vehicle registration number, but the company in question had finally been identified and were being pursued for costs towards repair/replacement. This was not the first time an incident had occurred in the car park and the vehicle registration number could not be identified and it was **agreed** that the Deputy Town Clerk obtain estimates for a replacement system, money having been put into an earmarked reserve for the last couple of years to go towards this and estimates be taken to the next meeting for consideration.

## **939. EXCLUSION OF PRESS & PUBLIC**

It was unanimously

**RECOMMENDED** to exclude the Press and Public from the meeting during consideration of the following items pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted.

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**940. TO APPROVE DRAFTING QUOTES FOR PLAYGROUND REFURBISHMENT**

Following lengthy debate of the Town Clerk’s report it was proposed by Cllr T Armour, seconded by Cllr B Page and

**RECOMMENDED** that the work specifications for tender based on the list provided be approved; that priority be given to the swing area in Chatsworth North playground and that the Telscombe Resident’s Association offer of possibly providing a see saw for Chatsworth South playground be noted.

There being no further business the meeting closed at 9.40 pm.

Signed.....  
CHAIRMAN

*NB Next meeting of the Committee - Monday 27<sup>th</sup> March 2017 at 7.30 pm*