

## UNADOPTED

### POLEGATE TOWN COUNCIL

Minutes of the Environment & Leisure Committee meeting held on Monday 14<sup>th</sup> February 2011 in the Council Chamber, 49 High Street, Polegate at 7.30 p.m.

Present: Cllrs Mrs J Bigsby (Chair), J Harmer, R Martin, Mrs M Piper, Mrs C Berry.

Not Present: Cllrs M Cunningham, T Voyce, Mrs J Voyce, J Rogers

1 member of the public present

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#### **9576 Apologies for absence**

Apologies were received and accepted from Cllrs M Cunningham, J Rogers, T Voyce, Mrs J Voyce

#### **9577 Declarations of interest**

Declarations of interest had been declared under the Buildings & Land Advisory Committee report. Non prejudicial Cllrs Mrs Bigsby, J Harmer.

#### **9578 Opportunity for Public Comment**

None

#### **9579 Minutes of the meeting held on 6<sup>th</sup> December 2010 (adopted)**

The minutes were agreed and signed as correct by the chair.

#### **9580 Allotments**

a) **Beekeeper** – all requests had been complied with.

b) **Plot 4 Enclosure for hens**

**It was resolved to allow the plot owner to erect a hen house on his plot in accordance with the tenancy agreement. VOTE All in favour**

c) **Plot 37 use of additional area for keeping hens**

**It was resolved that the plot holder would be allowed to use the additional land at a nominal charge of £2 per annum for the keeping of hens. VOTE All in favour**

#### **9581 Buildings & Land Advisory Committee**

The Buildings & Land Advisory Committee report was circulated at the meeting and a short discussion took place.

a) **CCTV**

**It was resolved that the CCTV additional costs of £515 would be accepted for the safer low voltage system to include from pavilion maintenance. VOTE All in favour**

b) **Toilet Doors update**

**It was resolved to accept the quotation for the door alterations for the price of £447.70 and for the painting to be carried out by the maintenance person. VOTE All in favour.**

**c) Soffits and barbed wire brackets Pavilion –**

A discussion took place regarding the remaining budget and the need to complete the soffit work at the pavilion.

**It was resolved that the quote for £2312.72 was accepted subject to funds being available VOTE All in favour.**

**\*It was recommended that the remaining funds of £1032.42 to come from the pavilion refurbishment reserve account. VOTE All in favour Item to be considered at Full Council on 21<sup>st</sup> February 2011**

**d) Periodic Electrical testing**

A discussion took place regarding the periodic electrical testing that had been carried out recently. Due to some items being identified as being required a quote for £402.56 had been received in respect of the works. The clerk had contacted the company to discuss reductions and a further reduction would be given once the work had been assessed at the site visit.

**It was resolved to accept the quote for a maximum £402.56 from the company to carry out the additional compliance works. VOTE All in favour**

The pavilion heaters and YDS storage room were discussed briefly but referred on to item 10a for further discussion.

**9582 Brightling Road**

**a) Skate Park** A discussion took place regarding the costs and details of the quotes for the replacement skate lite surface and the technical and specialised nature of the work.

**It was resolved to accept the quote for the replacement works at a cost of £3592.80 (excl VAT) subject to the monies being available from reserves. VOTE 4 in favour 1 abstention.**

**\*It was recommended that Full Council authorise the cost of the replacement skate lite replacement £3592.80 to come from general reserves. VOTE 4 in favour 1 abstention.**

**b) Shelter Brightling Road**

A discussion took place regarding the type of rain shelter and its use must suit both the general public walking plus children in the skate park area.

**It was resolved that the clerk would obtain any necessary planning permission for the shelter. VOTE All in favour**

**It was resolved to accept the quote for the zone shelter £1439.00 including a seat in millstone colour subject to the access arrangements being agreed with the company to be funded from the Youth shelter budget. The bench to be in the colour Brown enviropol. VOTE All in favour**

**It was resolved that the maintenance person would prepare the foundation base in accordance with the requirements to be funded from the youth shelter budget. VOTE All in favour**

### **c) Mulcher/Shredder**

The clerk had requested that the committee consider the purchase or hire of a shredder/mulcher to assist the maintenance person from disposing of the vegetation from Brightling Road Leisure Ground, Meadow and BMX track. A discussion took place regarding the best solution.

**It was resolved to allow the maintenance person to hire a shredder/mulcher (petrol) at a cost of approximately £50 and to report back on the efficiency and use in carrying out the work. The maintenance person would report back to the clerk who would give a report to the following committee meeting. To be funded from the general maintenance budget. VOTE All in favour.**

### **9583 Clerks report**

The committee agreed that no contributions were likely from the Harvester Chain as the Clerk had already made numerous emails and telephone conversations with the managers and nothing further had transpired.

**It was resolved to add an article in the newsletter around Christmas time to explain that the Harvester Tree Lights had been funded by Polegate Town Council with a token amount of donations from the public who had contributed when visiting the nearby public house/restaurant. VOTE All in favour**

### **9584 Benches**

A discussion took place related to the nature of the benches and the advertisement that would be placed for residents to purchase a bench with a memorial plaque.

**It was resolved that the standard bench to be advertised by the clerk would be the Phoenix seat in Brown enviropol to be offered at the cost of purchase, plaque and installation and VAT. The clerk would advertise this to residents and consider each request on its merits, reporting back to the committee on the location requested. VOTE All in favour**

### **9585 Correspondence for action**

#### **a) Polegate Town Football Club (PTFC) – request to use YDS storage room for a changing room for referees.**

A lengthy discussion took place. The committee was not aware that anyone other than the YDS had been using the storage room until recently when YDS items had been frequently left out of the room. The committee read the email from the football club and discussed the agreement with YDS and with PTFC.

**It was resolved that the request would be declined as the use of the storage room was not part of the agreement with the football club and was allocated as storage for YDS in order to safeguard their possessions and equipment donated to them. The clerk would arrange for the lock to be installed and keys handed over to YDS and would write to the football club to inform them of the committee's decision. VOTE All in favour**

### **9586 Terms of reference**

The proposed change to the Terms of reference had been circulated to the committee prior to the meeting.

**\* It was recommended that Full Council accept the changes in the Terms of Reference of the Committee. VOTE All in favour.**

The meeting closed at 9.04pm