

AXMINSTER TOWN COUNCIL

MINUTES OF THE MEETING OF THE AMENITIES COMMITTEE HELD AT AXMINSTER GUILDHALL ON MONDAY, 18th JUNE 2018 AT 7.30 P.M.

1. PRESENT: Councillors J.W. Walden (Chairman), P.G. Hayward (Vice-chairman), A. E. Bourner, M. Mynard and the Town Clerk (Miss H. Kirkcaldie).

0 Members of the press or public

2. ELECTION OF OFFICERS: resolved, proposed Cllr. Hayward, seconded Cllr. Bourner, that Cllr .Walden be re-elected as Chairman.

Resolved, proposed Cllr. Walden, seconded Cllr. Bourner, that Cllr. Hayward be re-elected as Vice-chairman.

3. APOLOGIES : Councillors G. Alderson, D.R.H. Hull, L.A.Rowe and A.J.E. Seward, and the Deputy Town Clerk, (Mrs. Z. Adamson-Drage).

4. DECLARATIONS OF INTEREST: None.

5. MINUTES OF MEETINGS HELD ON 19TH AND 21ST FEBRUARY 2018: these minutes were signed.

6. PUBLIC FORUM: None.

7. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 19th FEBRUARY 2018:
The Town Clerk reported that no progress had been made in respect of a call for projects to be funded by Section 106 Moneys accrued from development in the parish as the amount available was not known. Cllr. Walden proposed that a letter be sent to the Chief Executive of East Devon District Council asking that the Section 106 Monitoring Officer be given support from the Finance Department in rebuilding the database needed to calculate this sum from the paper records.

8. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 21st FEBRUARY 2018:
None.

9 REQUEST FOR PARKING PROVISION ON WOODBURY LANE ALLOTMENTS: the lower part of plot 28 has been allocated for this purpose. Cllr. Walden confirmed that no special surfacing treatment was needed.

10. COMMUNITY ROAD WARDEN SCHEME AND URBAN GRASS CUTTING SCHEME: the Town Clerk will send an email to the appropriate officers at Devon County Council to request the release to Cllr. Hayward of the parish's allocation of pothole repair material. Cllr. Walden suggested that the joint purchase of a machine for tamping down the material might be a suitable project for the re-vamped Parishes Together Fund.

Cllr. Hayward suggested that an approach be made to Cty. Cllr. Hall to fund purchase of a pallet load of pothole repair material and also some bonder solution from the Locality Fund. Cllr. Walden suggested that the pothole repair material be stored in the boiler room at the Guildhall to prevent it from granulating in cold weather but Cllr. Hayward felt that this was inappropriate and an alternative location within Town Council premises be found.

The issue of grass cutting and funding had been discussed at the main Town Council meeting on 11th June and there was nothing further to add.

11. RELOCATION OF BUS SHELTER AND NOTICE BOARD: the Town Clerk is seeking permission from the District Council to relocate the redundant bus shelter from Chard Road to Millwey Avenue.

She will obtain a quote from a local contractor to remove the redundant notice board at Poplar Mount and relocate it at Raymonds Hill

12. REPAIRS TO CHURCH FLOOD LIGHTS: Quotes from two contractors for this work had now been obtained. The Committee's recommendation to the Town Council was to proceed on the basis of the cheaper of the two quotations.

13. REVIEW OF ALLOTMENT REGULATIONS AND RISK POLICY AND DRAFT LETTER TO ALLOTMENT TENANTS: The Town Clerk suggested that Councillors might wish to present the Risk Policy in the format of a scored matrix lay out, such as is used in some Risk Assessment situations. Councillors felt that the existing narrative form supplemented by the Rules as to Allotments were sufficient for the Town Council's needs. The suggested amendments put forward by the Town Clerk to the Regulations and Risk Policy were agreed. The content of the draft letter to allotment holders was considered, part of which includes the allotment rental for 2019/2020 which has to be notified to tenants 12 months in advance. Having discussed the outgoings for the allotments and taking into account staff time, Cllr. Walden, seconded by Cllr. Mynard, proposed that the rental for large plots be increased to £42, for standard plots to £38 and for half plots to £23. Agreed.

14 CONDITION OF JUBILEE FOUNTAIN AND REQUEST FOR PROVISION OF PUBLIC DRINKING FOUNTAINS: There were no concerns regarding the condition of the Fountain. It is not suitable for reinstatement as a drinking fountain as the piping serving it is lead piping. An electrical contractor will be asked to put a timer on the lamps.

Cllr. Hayward said that the Town Council should not use fear of vandalism as a reason not to install a drinking fountain. Of more concern was locating an accessible water supply. Cllr. Walden suggested that consideration be given to somewhere within the Old Courthouse. The Town Clerk will discuss the matter with the Council's insurers to seek their views. Another possibility might be Trinity Square at a later date should it become pedestrianised.

15. SIGNAGE PROVISION WITHIN AND AT THE ENTRANCE TO THE TOWN: links to websites of national signage providers and also information from two local providers had been circulated prior to the meeting. Options for consideration were whether to retain but update the existing signs, to install new signs at the present or alternative/additional locations or to consider other ways of directing people about the town. A local provider raised concerns regarding the condition of the post at Combeville Lane. In summer, that at South Street could be overwhelmed by the hanging baskets. Cllr. Walden observed that many people now make use of smart phones in navigating around places and that removal of the present, obsolete sign posts would help declutter the town centre. Following discussion a preference was expressed for "You Are Here" type maps showing the layout of the town and its main public buildings, car parks etc. It is thought that Light Up Axminster is working on a project of this nature.

With respect to the signs at the entrances to the town, Cllr. Walden accepted that these were somewhat tired looking. As a result of the disposal of one of the signs by a contractor that contractor was having to bear the cost of new artwork for the original design and the supply and fitting of one of the signs. It would be an option to retain the existing design and for the Town Council to pay for replacement of the remaining three signs so that all four were "new" signs but with the original design.

An alternative might be to go for a plainer, more standard design or to have a competition for a completely new design.

Cllr. Walden suggested that it would raise the profile of the town if signs stating Welcome to the Borough of Axminster were located on the first available pole on each of the main roads into the parish and this would make people aware that Raymonds Hill was part of Axminster.

16 MATTERS OF URGENCY: the Town Clerk said gave a verbal report received from a Tree Surgeon who had been asked to look at a tree on the north boundary of the Woodbury Park site, on the banks of the Gamberlake Brook. No decision on what action to take will be made until the written report is received, however members of the Committee re-iterated the view that it was not desirable for healthy trees to be removed.

17. ALLOTMENT SITE VISITS: members of the Committee will visit the various sites and report back to the Chairman, who had already made various visits during recent weeks.

Signed Date