

## AXMINSTER TOWN COUNCIL

### MINUTES OF THE MEETING OF THE AMENITIES COMMITTEE HELD ON 4<sup>TH</sup> FEBRUARY 2019 AT AXMINSTER SENIOR CITIZENS' CENTRE

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

0 Members of the press or public

2. APOLOGIES : Councillors G. Alderson, A. E. Bourner, D.R.H. Hull and L.A.Rowe.

3. DECLARATIONS OF INTEREST: None.

4. MINUTES OF MEETINGS HELD ON 18<sup>TH</sup> JUNE 2018: these minutes were signed.

5. PUBLIC FORUM: None.

6. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 18<sup>TH</sup> JUNE 2018:

a) Item 15 – arrangements for new designs to replace the signage at the entrances to the Town are yet to be launched.

b) Item 16 – site inspections of the trees have not been completed yet.

7. DRAFT REMIT AND RISK ASSESSMENT FOR THE AMENITIES COMMITTEE: Cllr. Walden, seconded by Cllr. Hayward, proposed that the draft remit for the Amenities Committee be adopted subject to the addition of an item referring to the task of making recommendations to the full Town Council regarding matters relating to Section 106 projects and Community Infrastructure projects. Agreed.

Cllr. Hayward proposed that scrutiny of the Risk Assessment be deferred until after his presentation on Governance and Procedures at the next Town Council meeting and that it then be progressed by a working party. Agreed.

8. MATTERS RAISED AT THE ALLOTMENT TENANT'S' MEETING: the only matter mentioned by tenants was the condition of certain trees. Cllr. Hayward wondered whether the issue of toilet provision had arisen as he said that the provision of eco toilets had proved successful in another parish where a need for such facilities had been expressed.

9. PROGRESS WITH HEDGING AND TREE WORKS: these matters were still to be completed.

10. COMMUNITY ROAD WARDEN SCHEME AND URBAN GRASS CUTTING SCHEME: the purchase of a compactor plate was discussed. This will be funded from Cllr. Hall's locality fund for cross parish use. Cllr. Hayward, seconded by Cllr. Mynard, proposed that a charge of £10 be levied when it is used by other parishes to defray the costs of insurance and servicing. Agreed. It was confirmed that the supplies of filling material had been delivered.

11. RELOCATION OF BUS SHELTER AND NOTICE BOARD: advice had been received from officers at East Devon that permission would not be granted for the relocation of the bus shelter. Cllr. Hall is seeking to get this decision reversed.

The quotation for removing and relocating the redundant notice board at Poplar Mount to Raymonds Hill had been approved. The same contractor will be asked to remove and replace the free-standing board at Woodbury Lane. The Deputy Town Clerk will order the two new boards required. That at Millway will be installed by the handyman.

12. REVIEW OF ALLOTMENT REGULATIONS AND LETTER TO TENANTS: the regulations were reviewed and it was agreed to strengthen the wording at point 1 p) regarding penalties for failure to keep a plot in good and tidy condition. In connection with this matter Cllr. Hayward, seconded by Cllr. Walden, proposed that the purchase of a rotovator, which had been agreed previously in principle should now go ahead. Agreed.

The letter to tenants was considered and it was agreed that a paragraph be inserted indicating that the Town Council would now require the rent to be paid by cheque or bank transfer because of problems in banking cash at the Town Council's bank. The rents for the period 2020-2021 will be set at the next meeting of the Committee.

13. UPDATE ON SECTION 106 MATTERS: the final scrutiny of the proposals submitted had to be completed in terms of viability and deliverability. The outcome was expected once the District Council's relocation from Sidmouth had been completed.

14. MATTERS OF URGENCY: None.

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 .....