

**MINUTES OF A MEETING OF THE AMENITIES COMMITTEE**  
**HELD IN THE GUILDHALL**  
**ON THURSDAY 26<sup>TH</sup> JANUARY 2023 AT 7.00PM**

**Councillors:** Councillor Ramsden in the Chair

R J L Boase	M H Thomas
Mrs F N E Boase	M Benyon

**Officers:** Miss P J Lavelle – Town Clerk  
Miss C Cauldwell – Projects Officer  
Mr I Moore – Grounds & General Maintenance Supervisor

**283. Apologies**

Apologies were received from Councillors Williams and Webb.

**284. Minutes**

On the proposition of Councillor Thomas, seconded by Councillor Ramsden, it was

RESOLVED – that the Minutes of the Meeting held on 24<sup>th</sup> November 2022 be approved and signed as a true record.

**Voting: For – 4, Against – 0, Abstain – 1**

**285. National Trust**

The representative of the National Trust updated Members on tree works taking place on the Penrose Estate, the Woodland Project and the catering outlet at Penrose House. She advised that the Trust were looking to recruit for a number of seasonal positions both within Penrose and the area as a whole. The representative then responded to Members questions.

It was proposed by Councillor Thomas, seconded by the Chair, and unanimously

RESOLVED – that the Town Council requested that their thanks be passed onto the volunteers for all the work they carried out to assist the National Trust.

**286. Officer Reports**

The Grounds and General Maintenance Supervisor updated Members on his team's activities over the past year making particular mention to the jubilee wildflower beds in the verges and the MayTree Roundabout which had received a number of positive comments from the public. He further advised that dog fouling continued to be a problem in Coronation Gardens and vandalism of the public conveniences was a regular issue. The Grounds and General Maintenance Supervisor then responded to Members questions.

Following a discussion regarding the vandalism of the public conveniences, the Town Clerk agreed to investigate the potential removal of the wings screening the entrance doors and the relocation of the security gates at the Trengrouse Way public conveniences.

It was proposed by the Chair, seconded by Councillor Mrs Boase, and unanimously

RESOLVED – that a vote of thanks be given for the work carried out by the Grounds and General Maintenance Supervisor and his team.

**287. Report of the Projects Officer**

**i) Guildhall Public Conveniences and the Community Toilet Scheme**

Members considered the report of the Projects Officer (circulated prior to the meeting) and the Projects Officer responded to Members questions. Following a detailed debate it was proposed by Councillor Benyon, seconded by Councillor R J L Boase, and unanimously

RESOLVED – that the Committee approved the proposed tariff for the Community Toilet Scheme and the Projects Officer be authorised to further investigate the provision of the Community Toilet Scheme.

It was further proposed by the Chair, seconded by Councillor Benyon, and unanimously

RESOLVED – that the Project Officer investigate funding opportunities to pursue the replacement of the Guildhall toilets with an alternative provision in a separate premises.

**288. Report of the Town Clerk**

**i) Bench at Bosnoweth**

The Town Clerk confirmed that Council officers had not detected any signs of anti-social behaviour in the area of the bench and there had been no reports of issues from neighbouring residents. It was agreed that no action be taken with the bench at that time and that the situation no longer needed to be monitored.

**289. Exclusion of the Press and Public**

On the proposition of Councillor Thomas, seconded by Councillor Mrs Boase, it was

RESOLVED – that pursuant to the provision of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the Meeting for the following items of business by reason of the confidential nature of the business to be transacted.

**290. Confidential Report of the Town Clerk**

Members considered the confidential report of the Town Clerk circulated prior to the meeting.

**i) Surfacing at Cades Parc (Wellmoor) Play Area**

On the proposition of Councillor R J L Boase, seconded by Councillor Thomas, it was unanimously

RESOLVED – that the quotation from Matta Products, the supplier of the original matting, be accepted for the replacement of the damaged tiles.

**ii) Annual Tree Surveys**

On the proposition of Councillor Benyon, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that the quotation from Objective Tree Consultancy be accepted for the Annual Tree Condition Survey.

**iii) Leaking water pipe in Basement**

It was proposed by Councillor Thomas, seconded by the Chair, and unanimously

RESOLVED – that the Council accepted the quotation from MSB Group Mechanical & Electrical Ltd to replace the section of leaking pipe.

**iv) Flora Day Generator**

The Town Clerk confirmed that despite several requests no quotations had been received but a quotation was expected in the near future. It was proposed by Councillor R J L Boase, seconded by Councillor Benyon, and

RESOLVED – that the Chair and Vice-Chair be given delegated authority to appoint a provider for the Flora Day Generator.

**v) Guildhall – Flora Day Portable Toilet**

On the proposition of Councillor Thomas, seconded by Councillor Mrs Boase, it was unanimously

RESOLVED – that the Council accepted the quotation from South West Loos for the two usual portalooos for Flora Day and an additional disabled portaloo be provided in the town centre if a suitable location could be sought.

**vi) Flora Day Road Closure Security**

It was proposed by Councillor Benyon, seconded by Councillor Mrs Boase, and unanimously

RESOLVED – that Infinitus Security be appointed for the Static Guard Provision on Flora Day.

**vii) Flora Day Street Stall Superintendent**

On the proposition of Councillor Benyon, seconded by Councillor Thomas, it was

RESOLVED – that rate of remuneration for the Street Stall Superintendent be set to 20% of tollages for Flora Day 2023 and the rate be reviewed for 2024.

**viii) Council Vehicle**

It was proposed by the Chair, seconded by Councillor Thomas and

RESOLVED – that this item be deferred until the next meeting to allow further information to be obtained.

**Meeting closed at 9.07pm**

**Confirmed**

**Chair**

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