



whitchurch town council

MINUTES: PARK & PUBLIC REALM COMMITTEE MEETING, 3RD NOVEMBER 2022

MINUTES - PARKS & PUBLIC REALM COMMITTEE MEETING HELD ON THURSDAY 3RD NOVEMBER 2022

PRESENT

Councillors: J. De-Wyrall C. Doyle A. Hotchkiss P. Lea M. Ridgway

Proper Officer: Mike McDonald

IN ATTENDANCE:

Councillors: A. Hall R. Hall A. Jackson M. Phipps

Public: N/A

The meeting was opened at 7.00pm by Committee Chairman, Cllr Lea

1. Apologies

No Apologies were received by the Proper Officer for this meeting

2. Declarations of Interest

No declarations of Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting were received

3. Minutes

After a proposal by Cllr Lea, seconded by Cllr De-Wyrall, the minutes of the Parks & Public Realm Extraordinary Committee Meeting held on 13th October 2022 were **approved and signed** by the Chairman as a true record of that meeting

4. Public Participation

No members of the public were in attendance

5. Action Point Update

The Committee discussed a verbal update from the Proper Officer on actions from previous meetings:

a. Football Pitches **WTC/PPR/02/2223**

It was noted that the line-marking machine had been ordered and received and that the Proper Officer had spoken with Cllr Tew (given his experience) regarding assistance in marking out appropriate area/s. Cllr Tew will consult with potential users for their input re marking and timing.

b. Jubilee Park – Solar Lighting **WTC/PPR/04/2223**

It was noted that this item appeared later in the agenda for consideration and decision

c. Jubilee Park – Gym Equipment Relocation **WTC/PPR/05/2223**

After discussion, following a proposal from Cllr Hotchkiss, seconded by Cllr Doyle, it was unanimously **RESOLVED** to re-prioritise the necessity for completion of this action point for the time being and to revisit at a future meeting. It was noted Cllr Lea will assist in the repair of the piece of equipment that prompted the original decision. **WTC/PPR/15/2223**

d. Dog Fouling **WTC/PPR/06/2223**

It was noted that the Proper Officer had spoken with Shropshire Council and that Public Space Protection Orders were currently under review. The Proper Officer will take this forward once the review is complete.

The Proper Officer was asked to arrange a larger refuse bin and additional dog waste bin in Jubilee Park, in the interim, with costs sitting within delegated powers.

e. Gambrell Avenue Play Area **WTC/PPR/07/2223**

This action was noted as complete.

f. Deermoss Meadow Play Area **WTC/PPR/08/2223**

The Committee accepted reasons for the partial delay in the completion this action point and noted that items had been ordered and were in hand. After discussion, it was agreed on a location for the installation of additional tables, with the Proper Officer instructing the Facilities Manager accordingly.

g. Wild Area Memorial Boards **WTC/PPR/09/2223**

This action was noted as complete.

6. RoSPA Report 2022 – Play Areas

The previously circulated RoSPA Report (July 2022) was discussed. It was agreed that Cllr Lea and Cllr Phipps would assist the Proper Officer and Facilities Manager in prioritising any work/s required and actions that are outside 'normal' maintenance schedules – with the aim to complete actions over the winter/spring period

7. Town Signage

The Committee considered the review and renewal, if appropriate, of Town Signage as directed by Full Council on 18th August 2022 and appreciated the immediacy of this need on several levels. After discussion and proposal by Cllr Doyle, seconded by Cllr De-Wyrall, it was unanimously **RESOLVED** to establish a 'task and finish' Working Group to formulate recommendations to this Committee / Full Council – WTC representation by Cllrs Lea and Ridgway, with invitations extended to the Whitchurch Business Community and other interested parties. **WTC/PPR/16/2223**

8. CONFIDENTIAL BUSINESS

Following a proposal from Cllr Lea, seconded by Cllr Hotchkiss, it was **RESOLVED** that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters

9. Confidential Notes

Confidential Notes from the Parks & Public Realm Extraordinary Meeting of 13th October 2022 were noted by the Committee

10. Confidential Action Point Update

The Committee discussed a verbal update from the Proper Officer on actions from previous meetings:

- h. **Deermoss Meadow (Developers)**
The current actions of the Proper Officer were noted and agreed. Further updates to Committee or Full Council as appropriate.
- i. **Edgeley Gardens Play Area WTC/PPR/10/2223**
It was noted that this action was in completion stage with contractors currently on-site.
- j. **WTC Facilities Vehicle WTC/PPR/11/2223**
This action was noted as complete.
- k. **Park Avenue – Long Stay Car Park**
Previous updates were noted. On-going discussions with Shropshire Council, The Mayor and Proper Officer on this and other matters were also noted with the next scheduled meeting on 8th November. An update will be provided, following this meeting, to Full Council or Committee.
- l. **Jubilee Park Play Area WTC/128/2122**
After discussion it was agreed that the Proper Officer delay action of this resolution pending investigation into other matters affecting the area to inform a complete view. Cllr Lea to undertake preliminary investigation and report back to Committee.
- m. **Grounds Maintenance Contract – related matters**
This action was noted as complete after related activity by this Committee, the Personnel Committee and Full Council.

11. Jubilee Park Solar Lighting Project

The Committee considered 2 quotes received in relation to the Jubilee Park Solar Lighting Installation Project. The Committee also noted recommendations received from neighbouring Councils undertaking similar projects. It was noted that 4 recommended contractors had been approached. The Committee considered all documents provided with each quote and noted site visits in the production of each.

Following a proposal from Cllr Lea, seconded by Cllr Doyle, it was unanimously **RESOLVED** to award the contract to Highline Electrical Ltd (Quote 2) – total cost £9,326 plus VAT. This was within the approved project budget and the Proper Officer was asked to progress. It was understood that the project is a 'permitted development' in planning terms. **WTC/PPR/17/2223**

There being no further business, the meeting closed at 8.05pm

Signed as a true record of the meeting:

Chair: _____

Date: _____