



QUALITY
TOWN
COUNCIL

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Whitchurch Town Council

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Parks And Public Realm Committee Meeting

03 February 2022

To: Members of Whitchurch Town Council's Parks and Public Realm Committee:
Cllrs. R. Hewson, A. Jackson, P. Lea, M. Phipps, M. Ridgway, G. Sullivan, J.
Thornton

Dear Councillor,

Dated this third day of February 2022, you are hereby summoned to attend a meeting of Whitchurch Town Council's Parks and Public Realm Committee to be held at **19:30** on the **tenth day of February 2022**.

The meeting will be held in the Edward German Room, Whitchurch Civic Centre, SY13 1AX.

If you are unable to attend the meeting, please provide prior notice of your apologies.

Yours sincerely,

Ian Cruise-Taylor

Ian Cruise-Taylor
Locum Clerk

Note to Public:

Due to Covid-19 precautions, capacity at public meetings may be limited.

Please note that meetings may be audio recorded and you are requested to inform the meeting if you are recording or filming.

Permission to speak at a meeting during public participation will be at the discretion of the Chairperson. No person shall speak on more than two items and for no longer than a total of three minutes. Any questions shall not require a response at the meeting nor start a debate. If any representations are considered outside the remit of Whitchurch Town Council, residents shall be referred to the principal authority or other appropriate body.

AGENDA

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to receive declarations of members' interests.
3. **Minutes** - to approve the minutes of the last meeting on 2nd December 2021.
4. **Public Participation** - members of the public are invited to make representations.
5. **Cemetery** -
 - i) to receive an update on resident's bench
 - ii) to approve a request for a bench for the Garden of Remembrance
 - iii) to receive an update on Cemetery Concrete works
 - iv) to receive an update on toilet installation.
 - v) to receive an update on the Land Registry transfer
 - vi) to approve changes to Cemetery Rules – to follow
 - vii) to ask Cllr Lea to prepare a scheme for the Link Road
 - viii) to consider and approve prices quoted in Annex A of Memorial Policy
 - ix) to confirm cemetery records are up to date
6. **Accounts** - to receive committee accounts
7. **Parks and Public Realm Resolution Record** - to receive the latest abridged resolution record.
8. **Public Realm Work** - to receive an updated report on works undertaken.
9. **Contractor Monthly Report** - to receive a report on works undertaken.
10. **CCTV** - to receive an update from Infrastructure Contractor - Secureasound
11. **Street Lighting** – to receive an update on unlit lights from the Chairman
12. **Japanese Knotweed** - to receive an update. report to follow
13. **Football Pitches** – to receive a verbal update from the Chairman
14. **Jubilee Drainage** - to receive an update on contractors visit from the Chairman
15. **Parks Voluntary Works** - to receive a verbal update from the Chairman
16. **Deermoss Play Area** -
 - i) to resolve to purchase from Play and Leisure as per their extras quotation ***“2no junior swings seats and 2no Cradle Swing Seats inc. chains and shackles for existing swings - £590”***
 - ii) to resolve to accept the extra cost from Play and Leisure, as per their quotation for grass mats for the Aerial runway - £1350
 - iii) to resolve to task the Locum Clerk with:

- making arrangements for painting equipment frames to existing play area using bright colours
- return temporary equipment to Jubilee

17. **Blackmore Grove** – to review storm damage and agree actions – report to follow

18. **Exclusion of Press and Public** – to consider, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following business, on the grounds that it could involve the possible disclosure of exempt information as define in paragraphs 1 and 2 of Schedule 12A of that Act.

19. **Deer Moss Meadow** –

- to receive an update on Play Area regarding contract start date
- to receive an update on the removal of the covenant and agree actions
- to receive an update on the situation regarding contractors fencing

20. **Parks Shed** - to discuss present situation and agree actions.

21. **Contractors Yard**

- to receive an update on highways storm water ingress
- to receive an update on 'arisings' removal
- to receive an update on caravan removal
- to receive an update on Asset Transfer

22. **Scottish Power Land** - to receive an update

23. **Toilets** – to discuss present situation and agree further actions

24. **Grounds Maintenance Contract** –

- to receive an update on the present situation
- to discuss correspondence regarding bulbs and agree actions
- to discuss maintenance of Canal Arm and agree actions
- to discuss maintenance of Fountain and agree actions
- to discuss cost of maintaining St Alkmunds and agree actions.