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Whitchurch Town Council

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WHITCHURCH TOWN COUNCIL PARKS AND PUBLIC REALM COMMITTEE MEETING

Minutes of a meeting of Whitchurch Town Council's Parks and Public Realm Committee Meeting held at 19:00 on the second day of December 2021, held in the Edward German Room Whitchurch Civic Centre SY13 1AX

Present: Cllrs: A. Jackson, M. Phipps, M. Ridgway, J. Thornton

In Attendance: Cllrs: A. Hall, Andy Cooper (Admin Support Officer)

The Parks and Public Realm Committee asked that the Proper Officer send a note to Cllr. Sinnott expressing the Committees condolences.

Minute WTC/PPRC/71/2122

Apologies – received from Cllrs: R. Hewson, P. Lea, G. Sullivan.

Minute WTC/PPRC/72/2122

Declarations – None.

Minute WTC/PPRC/73/2122

Minutes – the minutes of the last meeting were approved.

Minute WTC/PPRC/74/2122

Public Participation – None.

Minute WTC/PPRC/75/2122

Accounts – The Committee resolved to defer the accounts to the next meeting.

Minute WTC/PPRC/76/2122

Parks and Public Realm Resolution Record – The Committee resolved to receive the record.

Minute WTC/PPRC/77/2122

Public Realm Work – The Committee resolved to defer the report to the next meeting.

Minute WTC/PPRC/78/2122

Contractor Monthly Report – The Committee resolved to defer the report to the next meeting as the contractors November report has not yet been received.

Minute WTC/PPRC/79/2122

Cemetery

- i) The Committee noted the following costings of the concrete plinth for the resident's bench as follows: materials £154.78 and labour £165.
- ii) The Committee resolved that the Proper Officer check the Contractors contract and tender document to identify specifications on grass cuttings.
- iii) The Committee resolved to defer the cemetery regulations report to the next meeting.
- iv) Memorial bench policy and annex item was withdrawn.

Minute WTC/PPRC/80/2122

Parks Voluntary Works – The Committee noted a verbal report from Cllr. Thornton. In consultation with the Facilities Manager the following works have been completed on Jubilee park - grade the slope on the right as you walk up the footpath from Park Avenue to Park Road and plant more bulbs to supplement the snowdrops. It has been agreed that WAW will further prune the bushes, widen the paths in between and grass them. It will be necessary to prune one large bush to accommodate the football pitch width, to be completed on 12 December. Jubilee pitch to be done first and 21x7 posts put in before 24x8 taken away. A general walk around highlighted the need for smaller trees to be tidied up for bottom growth and that the large trees may need professional attention. We have been offered a free survey by a qualified arboriculturist which will give us an idea of the scope of works. Both Cllr. Thornton and Morris were both in agreement that all proposed works will enhance the Park without encroaching on any of the contractors works.

Minute WTC/PPRC/81/2122

Japanese Knotweed - The Committee noted the contract would be sent on 10/12/21.

Minute WTC/PPRC/82/2122

Street Lighting – The Committee noted that Cllr Thornton had produced a revised street map of Whitchurch Town Council Street Lights. This map will be used to place number stickers and how to report faults, on all the streetlights.

Minute WTC/PPRC/83/2122

Queens Green Canopy - The Committee resolved to defer this item to the next meeting.

Minute WTC/PPRC/84/2122

Exclusion of Press and Public – No members of the press or public present.

Minute WTC/PPRC/85/2122

Deermoss Meadow –

- i) The Committee resolved to award the play area upgrade contract to Play & Leisure at a price of £50,000.
- ii) The Committee resolved to defer the removal of the Covenant to the next meeting.
- iii) The Committee resolved to defer the update on the occupation of land to the next meeting.

Minute WTC/PPRC/86/2122

Football Pitches - The Committee resolved to award the contract for marking of football pitches and erection of goal posts at Deermoss Meadow and Jubilee Park to Groundforce Landscape Ltd. at a price of £1,480 + VAT.

Minute WTC/PPRC/87/2122

CCTV –

- i) Infrastructure – The Committee noted the contract would be sent on 10/12/21.
- ii) The Committee resolved to award the contract for a one-year CCTV maintenance with an additional camera clean in the Town Centre, Jubilee Park and Civic Centre to SecuraSound Ltd. at a price of £1,875.70 + VAT.

Minute WTC/PPRC/88/2122

Jubilee Drainage – The Committee resolved to defer this item to the next meeting.

Minute WTC/PPRC/89/2122

Parks Shed and Contractors Yard - The Committee noted the contractors will be moving out of the shed. resolved to defer this item to the December meeting.

Minute WTC/PPRC/90/2122

Scottish Power Land - The Committee resolved to defer this item to the next meeting.

Minute WTC/PPRC/91/2122

Grounds Maintenance Contract - The Committee resolved to defer this item to the next meeting.

Minute WTC/PPRC/92/2122

Budget 2022 – 2023 - The Committee resolved to accept the budget report in readiness for the next Finance Committee meeting.