

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

17th January 2014

To: Members of the Recreation and Amenities Committee

Dear Sir/Madam

I write to invite you to attend a meeting of the Recreation and Amenities Committee to be held on Thursday 23rd January 2014 at 7.30 pm at the Haling Dene Centre.

Yours faithfully

Lynne Hames
Parish Administrator

Public Session

AGENDA

1. APOLOGIES
2. DECLARATION OF INTEREST
3. MINUTES
To approve the minutes of the meeting of 24th October 2013 and to consider matters arising therefrom.
4. INCOME/EXPENDITURE
 - [a] To receive printouts for the year to date.
 - [b] To approve a virement of £110 from Park to Leisure Gardens to cover the overspend due to higher than normal water bills.
5. PLAY AREAS
 - [a] To approve the purchase of 20 Shackles and 20 Eyebolts for the Horsefair Play Area at a cost of £349.99 [attached].
 - [b] To receive a quotation from Rampmental to undertaken repairs to the ramps at the Skatepark at a cost of £1,650 [attached].
 - [c] To receive an email dated 24th October from the Chairman of the Monckton Recreation Committee regarding the Skatepark [attached].
 - [d] To receive and consider a request from PC Carl Paton at the January Full Council meeting to have an additional litter bin placed by the Gazebo at a cost of £170 plus VAT from Amberol and to note that CCTV signs will be placed by the Gazebo. [attached].
6. CHRISTMAS LIGHTING
 - [a] To consider if the Committee wish to extend the Christmas Lights onto the A449.
 - [b] To consider extending the current Contract with Turnocks , which ended on December 2013, for either a further three or five years, details are on the attached Quotations sheet.
7. HANGING BASKETS – MARKET STREET
 - [a] To receive and consider a specification for the above for Summer 2014 [attached].
 - [b] To consider if the Committee wish to consider extending the baskets around each side of the A449 from Crown Bridge.

8. A449 NAME SIGNS - PENKRIDGE
To consider the design of Road Signs the Committee wish to have placed at the two entry points to the Village. Councillors to bring pictures/photos to the meeting of their suggestions.
9. CIVIC AWARDS
To consider how the nominations for the above could be improved.
10. ROYAL BRITISH LEGION – 100 YEAR COMMORATION OF FIRST WORLD WAR
To receive and consider the DPA's verbal update on the above.
11. SUMMER SUSSED 2014
 - [a] To receive a report from the SSC Performance Review Officer on the Summer 2013 SUSSED [emailed].
 - [b] To consider if the Committee wish to sponsor the Summer SUSSED 2014 with the half price cost for Penkridge children attending the Programme together with 50% reduction for day time Swimming during the Summer holidays, the same as in 2012 and 2013.
12. YOUTH FORUM
To receive an update from the Youth Worker on the 'goings-on' of the above.
13. WEBSITE
To receive an update on the Council's Website Recreation and Amenities Section from the Chairman.
14. DATE AND TIME OF NEXT MEETING
Thursday 27th March 2014 at 7.30 pm.
15. STANDING ORDER No 64
Resolved
Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1[2] Public Bodies/Admission to meetings Act 1960.
16. WAGES BUDGET FOR 2014-15
To receive and consider the attached together with the Chairman's verbal report.

Penkridge Parish Council

Minutes of the Recreation and Amenities Committee Meeting
held on 23rd January 2014 at 7.30 pm - Haling Dene Centre

Present

Councillor	David Oldfield [Chair]
"	Mrs Sandra Chambers
"	John L Eastwood
"	Sean Flynn
"	Peter M Jones
"	Victor Kelly
"	Mrs Sandie Morris
"	Calvert Stonehouse

Also in Attendance were Cllrs Bevan Craddock, Gordon Hawkins, Mrs Petula Hughes and Anthony Minshall

Public Session

1039. APOLOGIES

Apologies were received from Councillors Mrs Geoghegan and McPheat.

1040. DECLARATIONS OF INTEREST

There were no declarations of interest.

1041. MINUTES

Resolved

That the minutes of the meeting of 24th October 2013 be approved as a true and correct record and signed by the Chairman.

1042. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

1043. INCOME AND EXPENDITURE

[a] The printouts for the year to date were received and noted.

[b] The Committee approved the virements of £110 from Park to Leisure Gardens to cover the overspend due to higher than normal water bills.

Resolved that approved £110 be vired from Park to Leisure Gardens to cover the overspend due to higher than normal water bills.

1044. PLAY AREAS

[a] Approval was given for the purchase of 20 Shackles and 20 Eyebolts for the Horsefair Play Area at a cost of £349.99 from the Tackle Store Limited.

[b] A quotation was received and considered from Rampmental to undertake repairs to the ramps at the Skatepark at a cost of £1,650.

The Committee approved the quotation from Rampmental and the funding for the repairs to come out of the Monckton Skatepark Reserves.

Resolved that:

[i] The quotation from Rampmental be approved at a cost of £1,650.

[ii] The funding for the repairs to come out of the Monckton Skatepark Reserves.

[c] An email dated 24th October was received from the Chairman of the Monckton Recreation Committee regarding the Skatepark. Councillors felt they could not discuss this item any further as they had not received a reply to the questions which were raised in November. Once the Chairman of the Monckton had forwarded a reply this item be placed on the following Recreation and Amenities Agenda for discussion.

Cllr Flynn advised the Committee that he had discussed this item with the Chairman, Mr Bisiker, and there were currently no plans to develop the area of the Skatepark.

Resolved that this item be placed on the Recreation and Amenities Agenda once a reply had been received from the Monckton Chairman.

1044. PLAY AREAS [Cont'd]

- [d] A request was received and considered from PC Carl Paton, at the January Full Council meeting, to have an additional litter bin placed by the Gazebo. He had followed up his request with a confirmation email dated 22nd January. A quotation was received from Amberol dated 14th January to purchase a new bin at a cost of £170 plus VAT and it was noted that CCTV signs would be placed by the Gazebo.

Councillors discussed the location of the new bin and agreed that the Chairman and PC Paton have a site meeting and agree the location of the new bin.

Councillors also asked that the DPA obtain quotations for a double sided Noticeboard, similar to that by the Festival Gardens, to be placed in the Horsefair Play Area close to the double gates and this be placed on the March Agenda for discussion.

Councillors asked if the litter bin, adjacent to the Marshbrook wall on Teddesley Road would be replaced, the DPA advised she would find this out and report back to the March meeting.

Staff who litterpick the Horsefair Play Area be advised that there may be sharp objects on the ground and to report any suspicious objects that are found to the office.

Resolved that:

- [i] The quotation from Amberol for a new litter bin, without the Cigarette Stubber, be approved at a cost of £162 plus VAT.
- [ii] The Chairman and PC Paton have a site meeting and agree the location of the new bin.
- [iii] The DPA obtain quotations for a double sided Noticeboard to be placed in the Horsefair Play Area close to the double gates and this be placed on the March Agenda for discussion.
- [iv] The DPA find out if the litter bin, adjacent to the Marshbrook wall on Teddesley Road would be replaced
- [v] Staff who litterpick the Horsefair Play Area be advised that there may be sharp objects on the Play Area and to report to the office any suspicious object that are found.

1045. CHRISTMAS LIGHTING

- [a] Consideration was given to if the Committee wished to extend the Christmas Lights onto the A449.

Councillors felt that if they had the Christmas Trees on the properties, as in Market Street, they may be 'lost' in the glare of the Street lighting. Motifs on the lighting columns would give a better display but this would depend on the cost to have the timer clocks etc placed in the columns. Councillors asked that costs be obtained and this be included on the March Agenda for consideration.

Resolved that quotations be obtained to have timer clocks etc put in the lighting columns and the provision of the motifs and this item be placed on the March Agenda.

- [b] The Committee agreed to consider if they wished to extend the current Contract with Turnocks, which ended on December 2013, for either a further three or five years, once they had agreed whether to extend the lighting.

Resolved that the Committee would decide on extending the Contract once they had agreed whether to extend the lighting on the A449.

1046. HANGING BASKETS – MARKET STREET

- [a] A specification for the above for Summer 2014 was received and considered.

Some Councillors thought that last year's flowers needed to be brighter. Councillors agreed that the flowers for the Hanging Baskets in Market Street be as per the Specification with the remaining Mangers, Planters and Barrier Baskets to have brighter more vivid coloured flowers.

Resolved that the specification be approved with flowers for the Hanging Baskets in Market Street to be as per the Specification and the remaining Mangers, Planters and Barrier Baskets to have brighter more vivid coloured flowers.

- [b] Consideration was given to if the Committee wished to consider extending the baskets around each side of the A449 from Crown Bridge.

Councillors agreed that a letter be sent to retailers around both corners of the A449, which should include Hodsons and Sainsburys, and ask if they wished to take up the offer of a hanging basket at a cost of £18 per basket for supply and maintenance throughout the Summer months. Councillors also asked that quotations be obtained for a watering machine in order that the baskets can be 'topped up' during the Summer months.

1046. HANGING BASKETS – MARKET STREET [Cont'd]

Resolved that:

- [i] A letter be sent to the retailers around both corners of the A449 including Hodsons and Sainsburys, asking if they wish to take up the offer of a hanging basket
- [ii] Quotations be obtained for a watering machine in order that the baskets can be 'topped up' during the Summer months.

1047. A449 NAME SIGNS - PENKRIDGE

Consideration was given to the design of Road Signs the Committee wished to have placed at the two entry points to the Village.

The DPA had supplied sample pictures of different types of road signs together with pictures Councillors had put forward.

Councillors agreed that 'Welcome To' should be included in the wording together with a separate bar for 'Twinned with Ablon sur Seine' and include the Parish Council Logo.

Councillors felt the wording 'Please Drive Carefully' was not required.

Out of the samples provided Councillors picked three which would be costed and this then be placed on the March Agenda for further consideration.

Resolved that the three samples chosen be costed and placed on the March Agenda for further consideration.

1048. CIVIC AWARDS

Consideration was given to how the nominations for the above could be improved.

Councillors discussed the above in detail and the Chairman offered to go into the Schools and speak to the pupils at their assemblies. There were various other suggestions such as writing to all the Youth organisations, putting the application form on the Website and Facebook and distributing information out with the Let's Celebrate Penkridge pack. Councillors also thought that the decision of who is awarded the title each year should be open to all Councillors and not just a small Group. There were parts of the criteria that should be updated eg the nominee could be someone who had served the Village but did not necessarily live in it.

A proposal was put forward and seconded that a small group be formed who meet to discuss the above and their report placed on the March Recreation and Amenities Agenda for consideration. Members of the small Group would be Cllrs Mrs Chambers, Eastwood, Kelly, Mrs Morris and Stonehouse.

Resolved that a small group meet to discuss the above and their report placed on the March Recreation and Amenities Agenda for consideration. Members of the small group be Cllrs Mrs Chambers, Eastwood, Kelly, Mrs Morris and Stonehouse.

1049. ROYAL BRITISH LEGION – 100 YEAR COMMEMORATION OF FIRST WORLD WAR

The DPA advised that members of the Royal British Legion had met with the PA on 22nd January and the details would be placed on the February Full Council Agenda.

She gave a brief outline that there would be a parade from the Haling Dene Centre to the War Memorial on Sunday 3rd August where there would be a short service, members would march back to the Haling Dene where dignitaries would be invited into the Bar area for refreshments. There would then be a band concert in the Grounds.

Councillors asked that members of the British Legion be invited to the February Full Council meeting to explain what they proposed for the day of Commemoration. The Chairman and Cllrs Eastwood and Oldfield be invited to all future meetings with the British Legion where the above would be discussed.

Resolved that:

- [i] Members of the British Legion be invited to the February Full Council meeting to explain what they proposed for the day of Commemoration.
- [ii] The Chairman and Cllrs Eastwood and Oldfield be invited to all future meetings with the British Legion where the above would be discussed.

Cllr Jones left the meeting at 9.05 pm

1050. SUMMER SUSSED 2014

- [a] A report was received from the SSC Performance Review Officer on the Summer 2013 SUSSED.
- [b] Consideration was given to if the Committee wished to sponsor the Summer SUSSED 2014 with the half price cost for Penkridge children who attended the Programme together with 50% reduction for day time Swimming during the Summer holidays, the same as in 2012 and 2013.

Resolved that:

- [i] The Council sponsor the 2014 Summer SUSSED as per the above.
- [ii] A copy of the advert for the above, in PDF format, be placed on the Parish Council's Facebook.

1051. YOUTH FORUM

An email dated 15th January was received from the SCC Youth Worker on the 'goings-on' of the above.

An email dated 22nd January was received from SCC Councillor Williams who advised that the County Council were currently in full consultation with a view to utilising the voluntary sector so he could not advise what the SCC provision should be for the youth in the village.

1052. WEBSITE

The Chair advised that he had reviewed the Recreation and Amenities section of the Council's Website and it all appeared to be up to date.

1053. DATE AND TIME OF NEXT MEETING

Thursday 27th March 2014 at 7.30 pm.

1054. STANDING ORDER No 64

Resolved

Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1[2] Public Bodies/Admission to meetings Act 1960.

1055. WAGES BUDGET FOR 2014-15

The Chairman advised that due to the proposed staffing changes it would leave the Street Cleaning Budget considerably over spent.

The Chairman of Council thought that this was not the place to discuss this item. A proposal was put forward and seconded that all relevant bodies meet to resolve and clarify the budget situations.

Resolved that all relevant bodies meet to resolve and clarify the budget situations

The meeting closed at 9.40 pm

Chair: _____

Date: _____