

Penkridge Parish Council

Haling Dene Centre
Cannock Road
Penkridge
Stafford
ST19 5DT

20th October 2016

To: Members of the Recreation and Amenities Committee

Dear Sir/Madam

I write to invite you to attend a meeting of the Recreation & Amenities and Burial Ground Committee to be held on Thursday 27th October 2016 at 7.00 pm at the Haling Dene Centre.

Yours faithfully

Lesley Griffiths
Parish Administrator

Public Session

AGENDA

1. APOLOGIES
2. DECLARATION OF INTEREST
3. MINUTES
To approve the minutes of the meeting of 21st July 2016 and to consider matters arising therefrom.
4. INCOME/EXPENDITURE
 - [a] To receive the Recreation and Amenities printouts for the year to date.
 - [b] To receive the Burial Ground printouts for the year to date.
5. COMMITTEE BUDGET 2017/2018

Recreation & Amenities

 - [a] To consider any items of improvements/projects the Committee wish to put forward for consideration to the November F & R meeting.

Burial Ground

 - [b] To consider any items of improvements/projects the Committee wish to put forward for consideration to the November F & R meeting.
- Recreation and Amenities**

 6. ALLOTMENTS
 - [a] To note that the willow tree that overhung the path at the entrance to Wolgarston Way allotments had to be removed as it was a danger.
 - [b] To approve the PA's Action together with the Chair of Council and Chair of Committee to instruct M Bissell Trees and Hedges to remove the tree at a cost of £170 plus VAT.
 - [c] To receive and consider two quotations from Penkridge Fencing for two types of gates at the entrance of the Francis Green Lane site [attached].

6. ALLOTMENTS [Cont'd]
 - [d] To receive and consider a letter dated 29th July from an allotment holder at the Francis Green Lane site [attached].
 - [e] To consider increasing the Allotment Rental for 2018 [previous charges attached].
7. CHRISTMAS TREE
To note that Cllrs Mrs Vivienne Smith and Victor Kelly visited Bishops Offley Trees in September and confirmed the appointed Christmas Tree was suitable for Crown Bridge Island.
8. BEST KEPT VILLAGE 2016
To receive the Judges' comments from the above competition.
9. GRASS VERGE – A449
To receive and consider a suggestion that the Council maintain the piece of land adjacent to the Petrol Station and in front of Hodson's Garage on behalf of the Staffordshire County Council.
10. SWIMMING LESSONS
To consider the information received on the proposed closure of the Saturday morning Swimming Lessons and if the Council wish to take any action to help keep the Classes open.

Burial Ground

HORTICULTURAL

To approve the PA's Action in conjunction with the Chair of Council and Chair of Committee to have:

- [a] The conifer trees and laurel hedge adjacent to the Car Park and pathway to the Burial Ground trimmed back at a cost of £195.00 plus VAT
- [b] Lower branches of the trees and shrubs surrounding the pond cut back at a cost of £195.00.

12. POND AREA
To receive and consider a quotation from the General Handyman to clear the pond of all the weeds and excess plants at a cost of £160.
13. TABLE OF FEES
To consider if the Committee wish to increase the table of fees for the coming financial year to commence April 2017.
14. POINTS FOR INFORMATION
To receive any points of information Councillors wish to bring to the attention of the PA.
15. DATE AND TIME OF NEXT MEETING
Thursday 26th January 2017 at 8.30 pm.
16. 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.

Penkridge Parish Council

Minutes of the Recreation and Amenities Committee Meeting
held on 27th October 2016 at 7.00 pm - Haling Dene Centre

Audio recordings will be made of all Ordinary and Special Council meetings and Committee meetings, with the inclusion of confidential matters.

Present

Councillor Mrs Vivienne Smith [Chairman]
" Victor Kelly
" Andrew Lenz
" David Oldfield
" Calvert Stonehouse

Also in Attendance were Cllrs Bevan Craddock Mrs Isabel Ford, Brian Heathcote, Mrs Petula Hughes and Anthony Minshall.

Public Session

1220. APOLOGIES

An apology was received from Cllr John Eastwood.

1221. DECLARATIONS OF INTEREST

There were no declarations of interest.

1222 MINUTES

Resolved

That the minutes of the meeting of 21st July be approved as a true and correct record and be signed by the Chairman.

1223. MATTERS ARISING FROM THE MINUTES

Item 1213 – Follow Up Bus Shelters– Gailey – The PA advised that she had chased up a response from Dobbies and the Spread Eagle with regard to contributing towards the cost of a new bus shelter.

There had been no response so she would obtain quotations for a new Bus Shelter and ask SSC and SCC Councillors if they would make a contribution from their Community Grants.

Item 1218 Points For Information – Francis Green Lane Allotments:

The access from the Haling Dene Grounds – can the fence be changed to a swing gate – there is not a direct access from the Haling Dene Centre to the allotments, the main entrance is from Francis Green Lane.

An additional tap by Plot 24 – Council have already agreed that there should not be an additional tap. Both allotment sites have 3 taps.

Green houses be permitted on the site – This is against the Council's Allotment Rules and Regulations and would increase the anti social behavior.

A Communal Hut be placed on the site - This is against the Council's Allotment Rules and Regulations and would increase the anti social behavior.

The renewal dates be changed to October – September – the renewal dates remain as is – January – December.

1224. INCOME AND EXPENDITURE

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

[b] The Burial Ground printouts for the year to date were received and noted.

1225. COMMITTEE BUDGET 2017/2018

Recreation & Amenities

- [a] Consideration was given to any items of improvements/projects the Committee wished to put forward for consideration to the November F & R meeting.

Burial Ground

- [b] Consideration was given to any items of improvements/projects the Committee wished to put forward for consideration to the November F & R meeting.

1226. ALLOTMENTS

- [a] It was noted that the willow tree that overhung the path at the entrance to Wolgarston Way allotments had to be removed as it was a danger together with a tree on Francis Green Lane allotments.

- [b] Approval was given to the PA's Action together with the Chair of Council and Chair of Committee to instruct M Bissell Trees and Hedges to remove both trees at a cost of £170 each plus VAT.

- [c] Two quotations from Penkrige Fencing were received for two types of gates at the entrance of the Francis Green Lane site.

Resolved that:

- [a] Quotations be obtained for two galvanized gates

- [b] South Staffs Planning be asked if Planning permission were required for the galvanized gates.

- [d] A letter was received and considered dated 29th July from an allotment holder at the Francis Green Lane site.

Resolved that a letter be sent to the allotment holder asking that he remove the access gate from his garden to the Francis Green Lane allotment site and the remainder of the retrospective improvements be reverted back to the site's original state when he relinquishes the tenancy.

- [e] Consideration was given to the Allotment Rental for 2018.

Resolved that the allotment rental for 2018 be increased to £32 per full plot.

1227. CHRISTMAS TREE

It was noted that Cllrs Mrs Vivienne Smith and Victor Kelly had visited Bishops Offley Trees in September and confirmed the appointed Christmas Tree was suitable for Crown Bridge Island.

1228. BEST KEPT VILLAGE 2016

The Judges' comments from the above competition was received.

1229. GRASS VERGE – A449

Consideration was given to a suggestion that the Council maintain the piece of land adjacent to the Petrol Station/Hodson's Garage on behalf of Staffordshire County Council.

Resolved that the PA obtain quotations from the Council's Contractor for ornamental beds and shrubs and this item be placed on the January Agenda for consideration.

1230. SWIMMING LESSONS

Consideration was given to the information received on the proposed closure of the Saturday morning Swimming Lessons and if the Council wished to take any action to help keep the Classes open.

Resolved that the PA obtain further information from South Staffordshire Council and this item be placed on the November Full Council agenda.

Burial Ground

1231. HORTICULTURAL

Approval was given to the PA's Action in conjunction with the Chair of Council and Chair of Committee to have:

- [a] The conifer trees and laurel hedge adjacent to the Car Park and pathway to the Burial Ground trimmed back by M Bissell Trees and Hedges at a cost of £195 plus VAT

- [b] Lower branches of the trees and shrubs surrounding the pond cut back by M Bissell Trees and Hedges at a cost of £195.

1232. POND AREA

Consideration was given to a quotation from the General Handyman to clear the pond of weeds and excess plants at a cost of £160.

Resolved that the quotation from the General Handyman be approved to undertake the above at a cost of £160.

1233. TABLE OF FEES

Consideration was given to if the Committee wished to increase the table of fees for the coming financial year to commence April 2017.

Resolved that the Table of Fees be increased by 1.5% to commence 1st April 2017.

1234. POINTS FOR INFORMATION

Councillors asked that this item be removed from future agendas.

1235. DATE AND TIME OF NEXT MEETING

Thursday 26th January 2017 at 8.30 pm.

The meeting closed at 8.30 pm

Chair: _____

Date: _____