

LUDGERSHALL TOWN COUNCIL



Minutes of the Recreation, Leisure & Environment committee meeting held on 18th September 2017 in the Council office, 22 High Street, Ludgershall at 7-00pm.		
Present:	Cllr Hollis in chair	Cllr J White
	Cllr M Giles	Cllr M Williams

	<u>Agenda Item</u>	<u>Action</u>
29/17-18	1. Apologies – Cllr D Downie (Holiday), Cllr AJ Pickernell (TCAP) accepted - Cllrs CA Allan & CD Allan unexplained, not accepted.	
30/17-18	2. Declaration of Interest – no declarations received.	
31/17-18	3. Minutes - from previous meeting had been circulated and approved at 8th August 2017 Full Town Council meeting.	
32/17-18	4. Update on Antisocial Behaviour - since the last meeting in July there has been much damage done to the newly painted teen shelter, damage to the bins and damage to the grass by motor bikes. There have been many incidents of drink and drug taking where evidence has been left strewn over the Rec, bottles and broken glass. This has alleviated since the beginning of September. The clerk is reporting all incidents to the PCSO as per her request. LTC are hoping once the CCTV is installed that this will reduce the ASB dramatically. The committee also discussed the graffiti at the Castle, although not LTC property they were disgusted and worried that this might happen again.	
33/17-18	5. Correspondence – email from Wiltshire Council referring to transfer of play areas to local councils there are 5 in the Town that are not LTC's. The committee discussed and the costs to LTC will far outweigh the benefits, so will recommend to FTC to say no. Clerk to put on FTC agenda. Also on this email was mention of new grounds maintenance contracts for street cleansing and grass cutting, clerk to check that Wiltshire Council will still be cutting the verges, cross roads and road entrances at least once a year. Clerk to check salt bins and put on MyWiltshire App.	Clerk Clerk
34/17-18	6. Play Areas – Quarterly or Annual Inspection Report – there is no legal requirement for any form of inspection however it is recommended in BS EN 1176 that 3 types of playground inspection are carried out throughout the course of the year. After having a post installation report for the safety surface under the swings which ROSPA included a full annual inspection in, the committee could see the detail in which an annual report was given. The committee discussed and all agreed to keep the	

	<p>current quarterly inspection along with the caretaker's daily visual inspection and to add the annual ROSPA inspection to both play parks. Clerk to action.</p> <p>i) Dewey's Lane – a) Inspection Report – the committee discussed the highlighted issues on the report in detail, the clerk is to get quotes from certified play equipment/play surface/ contractors for the repairs highlighted in the inspection. A lot of the play equipment is old and does not comply with current standards so will need replacing in the future. Clerk to look at costs for budget. Clerk to contact grounds maintenance contractors and inform not to strim around the base of certain items. Clerk to email quarterly inspection to committee.</p> <p>ii) Pretoria Road – a) Inspection Report – clerk is to get quotes from certified play equipment/play surface/ contractors for the repairs highlighted in the inspection.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
35/17-18	<p>7. Recreation Ground</p> <p>a) Ongoing work to repair signs – Cllr M Giles ongoing.</p> <p>b) Loose slabs under bench by skateboard park – Clerk to ask Willmont for a quote; LTC has cement.</p> <p>c) Swings at the bottom of the Rec – Committee discussed clerk to get a quote to remove concrete and re grass that area before removing swing.</p> <p>d) Motor Bikes (how to stop going on to Rec) – suggestions of a disabled kissing gate design – the rec would need four of these. Committee discussed clerk to get costs for them with installation and keep on file to relook once CCTV up and running.</p> <p>e) Skate ramps missing fixings - Clerk to find Rivet Gun for replacing missing rivets on skate board ramp.</p> <p>f) Wildflower planting – suggestion from a resident that part of the rec could be left to be a wildflower garden were discussed and although a lovely idea not felt appropriate for the rec due to the behaviour of some of the visitors to the rec. Clerk to put to the Allotment committee for the consideration of the Jubilee Garden.</p>	<p>Cllr M Giles</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
36/17-18	<p>8. Environment</p> <p>a) Keeping Ludgershall Tidy – i) Parish Steward - update – Footpath 3 has been cleared. Parish Stewards did not come in August but have now restarted. ii) Working party to walk the footpaths – clerk to put on next month's agenda.</p> <p>b) Highway issues – i) Castle Street parking on grass issues/Commemoration Trees – The committee discussed whether the commemorative trees could go along Castle Street but it was felt it would be too many Cllr J White suggested an area along Tidworth Road in front of the old Corunna Barracks, where there is a large grass verge, could be used the committee thought this would be ideal. Clerk to find out if this is possible. Also Cllr J White had found some examples of wooden bollards with chains or wooden joints, Clerk to find costs. ii) Parking Issues at Queens Head – Committee to monitor this month. iii) Signage at Deweys Lane/Byron Close – put on next month's agenda. iv) New street name –</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>incorrect – will do for next month v) Update on parking restrictions – moving forward nicely.</p> <p>c) Other issues i) Rubbish Bin request update– regarding no bin at bus stop on Andover Road/Biddesden Lane Admin Assistant had asked Stagecoach if they would provide a bin and the reply has come back saying they do not supply bins. ii) Bench at bottom of Central Street update – awaiting quote from Men’s shed for repair costs Lillywhite family want to contribute. iii) Exposed sign in front of carwash – there has been many complaints in to the Town Council office about the front of the carwash and worries about the signage, Wiltshire Council have now contacted the HSE.</p>	
37/17-18	9. <u>CCTV – update</u> – installation is the 2nd October 2017 – DBS checks were proving difficult as Cllr’s are volunteers and not paid employees, suggestions to try Wiltshire Council – clerk to contact.	
38/17-18	10. <u>Terms of Reference</u> – committee agreed no changes Clerk to be note reviewed September 2017.	Clerk
39/17-18	11. <u>Fixed Penalty Notices</u> – to discuss next month	
40/17-18	12. <u>Budget Proposals</u> – the committee discussed that they may need to increase the maintenance for the play grounds due to their age and that a rolling programme of replacing 2 pieces of equipment each year was needed. Clerk is investigating costs under point 6 i) above. Also the disabled kissing gates for future investment. It was also discussed that perhaps costs should be looked at for improvement in the bus shelters at the Mission Hall and Bell Street.	
41/17-18	13. <u>Agenda Points to be discussed for next month</u> – none	

There being no further business to discuss the meeting closed at 8.57pm. The date of the next meeting will be 16th October 2017.

Signed.....Date.....