

## LUDGERSHALL TOWN COUNCIL



### Minutes of the Recreation Leisure and Environment meeting held on 17<sup>th</sup> August 2020 at the Memorial Hall, Ludgershall at 7pm.

**Present:** Cllr J White, (Acting Chair), Cllr M Giles, Cllr B Cordery, Cllr M Williams, Cllr V Dixon, Cllr CA Allan, Cllr P Burgon.

#### AGENDA ITEM

**001-20/21:** 1. Confirmation of Chair and election of new Vice Chair – Cllr CA Allan proposed that Cllr J White officially take on the role of Chair, Cllr M Williams seconded, all in favour. Cllr J White proposed Cllr V Dixon for Vice-Chair, this was seconded by Cllr M Williams. Cllr B Cordery proposed that Cllr P Burgon stand as Vice-Chair and this was seconded by Cllr M Giles. A vote was taken and with 3 votes for Cllr P Burgon, he was elected as Vice-Chair of this Committee.

**002-20/21:** 2. Apologies – these were received from Cllr D Downie. The committee did not accept these apologies and want the matter to be taken to the next Finance and Policy meeting for discussion and then put forward as a separate agenda item for the next Full Town Council meeting. This was proposed by Cllr M Giles and seconded by Cllr J White, all in favour.

**003-20/21:** 3. Declaration of Interest – none.

**004-20/21:** 4. Committee agreements since last meeting held on 17/02/2020 – During lockdown the following items were agreed by the Committee via the Newsletter and written replies: Recreation Ground gate installation by Rocon and kerb dropping – proposed by Cllr J White, seconded by Cllr V Dixon, Cllr B Cordery also in favour. 1 Councillor against and 4 abstentions. Work has been completed.

Andover Road metrocount - Cllrs voted for the top of Andover Road - 6 votes for, 5 against, 3 abstentions. Admin sent forms to Wiltshire.

Metrocount on Empress Way – majority vote for (9 for, 3 against, 2 abstentions). Admin sent forms to Wiltshire. Admin sent forms to Wiltshire.

Bus shelter refurbishment including former WC bus shelters – Proposed by Cllr J White, seconded by Cllr M Giles, 4 other Councillors in favour, one against and one abstention. Work has been completed.

Granby Gardens open space (Taylor Crescent) – agreed to discuss once back at meetings. The Committee would like the office to find out more from Foreman Homes and what the Housing Association would do towards maintenance i.e grass cutting etc and report back once replies received. WC are not interested in adopting the play area/open space.

Fleming Close speeding/parking issue - The last Councillor Newsletter confirmed that photos are needed for the office to make enquiries to try and resolve the problem – Cllr M Williams volunteered to take photos and send them over. Cllr B Cordery advised that he has contacted Aster regarding the parking issue and access to the garages, but no response has been received. LTC to try and contact Aster separately.

**005-20/21:** 5. Update on Anti-social Behaviour – Admin confirmed that empty drug bags have been found in the Recreation Ground on 25 separate occasions since 18<sup>th</sup> March 2020 and this has been reported to the Police.

**006-20/21: 6. Maintenance/Service Agreement** – Cllr J White advised she thought that the balance beam repair was authorised at the last meeting in February 2020 and that it was agreed through Finance and Policy at the end of February – Admin to check. However, the work has not been done during lockdown as the Contractor was on furlough. Admin confirmed that LTC is not tied into any arrangement and the Committee all agreed that the current Inspection/Maintenance contract is not working well ; The balance beam needs looking at and the office need to obtain quotes for Quarterly Inspections and get quotes from different service providers for ongoing maintenance. All in favour.

**007-20/21: 7. CCTV** – Admin advised that it had been agreed for a wireless bridge to be put onto the Recreation Ground CCTV system (to allow remote access to footage) however this was put on hold following the problems accessing the Car Park CCTV. It was agreed to allow a period of time of use (to check it now works correctly) before asking for installation of the next one. This has been delayed by lockdown, so a request has now been made for an updated quote for the installation of the wireless bridge onto the Rec CCTV system and the addition of a fifth camera (by request of the Police) so vehicles can more easily be identified. Cllr P Burgon asked Admin to check who owns the CCTV Licence and additional quotes for the camera installation and wireless bridge.

**008-20/21: 8. Tree Survey** – Admin advised that the quotes have been received for the Tree Survey and this needs to be agreed by the Allotments Team aswell. Cllrs voted to use Tree Technique for the survey at a cost of £850 for the first survey and £500 for any subsequent surveys, this was proposed by Cllr J White, seconded by Cllr V Dixon, all in favour. Admin to action once Allotment meeting vote has been taken.

**009-20/21: 9. Play Areas** –

- i. *Dewey's Lane – Weekly Inspection Reports and Quarterly Maintenance/Inspection report* - Admin advised that the Quarterly Maintenance Inspection was carried out on 7<sup>th</sup> July 2020 to allow LTC to open the play parks following the Government's announcement and agreement by the Committee. This has not been sent on as the office have been waiting for the Outdoor Gym report which was only inspected on 11<sup>th</sup> August 2020 and has still not been received. The main items highlighted are a trip hazard by the basket swing (external to play area) – Cllr J White will go and have a look. Bird poo cleaning – the Contractor has been asked to do more of this, a swing fixing has become loose – the Contractor came back on 11<sup>th</sup> August to fix this (Cllr J White taped up the faulty item along with the Contractor). There is also slight shrinkage on the multiplay wetpour, the roundabout wetpour and the balance beam needs attention (as previously advised). The head entrapment has not been resolved so this needs addressing free of charge. The local Contractor has also advised that the screws are being removed from the picnic table – Cllr M Giles agreed to go and take a look and resolve the issue if possible. It was also noted that the play equipment is being damaged by the grasscutting/weed removal. The grass was being strimmed, which has damaged the wooden items and now the weedkiller is also damaging the items and some are becoming loose in the ground. Cllr M Giles suggested that a solution may be to add cuffs to the bottom of these items.
- ii. *Pretoria Road – Weekly Inspection Reports and Quarterly Maintenance/Inspection report* - Admin advised that the Quarterly Maintenance Inspection was carried out on 7<sup>th</sup> July 2020 to allow LTC to open the play parks following the Government Announcement and agreement by the Committee. This has not been sent on as the office have been waiting for the Outdoor Gym report which was only inspected on 11<sup>th</sup> August 2020 and has still not been received. The only item highlighted is to monitor the weld crack on the multiplay unit (the office have a photo of this already). The other item highlighted is the hedge around the neighbouring property which is being removed in due course and LTC need new measurements to get quotes for a new bow-top fence. Cllr M Giles agreed to go and take further measurements and Cllr J White advised she had been and checked that the LTC boundary fence is still in the hedge and the residents new fence will need to be erected inside the boundary line. The office have written already to ask for confirmation when the works will be carried out.

**010-20/21: 10. Recreation Ground** –

*Skatepark signs* – Admin advised that the Quarterly Maintenance report has already been sent out and there are no concerns – the next visit will be in October 2020. 2 x A3 signs have been ordered

and put up in the Skatepark (with the Rules and Regulations for use) – Admin showed the Committee the photographs sent in - Cllr J White will check these. Cllr M Williams advised that LTC have fulfilled their legal obligation by putting these up.

*Goalposts* – Admin advised that despite many attempts to contact a local company for quotes for new goalposts, there has been no response. Cllr CA Allan advised she will provide the office with the name of another company to try.

*Update on entrance to Rec* – Admin advised that the kerb-dropping is being started on Wednesday by Rocon. Admin asked for assistance from the Committee with securing the gate and fence and advised that the Heras fencing will be put into storage by Rocon. The Committee requested that a central post be added to support the gates and to confirm this was not on the original quote. In relation to the fence, a new gate post is needed and Cllr J White asked what happened to the old one? This needs to be found and then re-installed – Admin to contact Rec entrance contractor to ask for it's whereabouts.

#### **011-20/21: 11. Environment**

- i) *Issues for Parish Steward/'Sparkle Team'* – anything to add – Cllr J White advised items that need to be looked at next time are: Church Lane and Chapel Lane – both overgrown. Also general weedkilling around the town. Cllr M Giles asked if the hedge outside the Youth Club can be cut back and the roadside/pavements near there tidied up - Admin to pass details on and find out what was done on the last visit (usually a report and photos are sent over). The Committee were also informed of the good work of a local resident – Jay Gawthorpe who has set up the Ludgershall Community Outreach Group. Several of the Councillors had seen his Facebook page and Admin advised he has collected some litter picking equipment and to let him or the office know of any local work that needs doing. Admin also showed before and after photographs of the LTC Notice Board on the Empress Way estate that he has kindly cleaned.
- ii) *Bus stop refurbishment and quote to re-paint* – Cllr J White advised that the work carried out by GW Shelters has been excellent and thought it might be worth looking at getting all the paintwork refurbished as it is quite tatty on some of the shelters. Admin had contacted GW Shelters who advised that there may be an issue with the pre-treatment on some of the shelters. Cllr M Williams suggested that LTC get quotes in any case and then decide how to proceed.
- iii) *Salt bin audit* – LTC has been contacted by Wiltshire Council to carry out an audit of all the salt bins in Ludgershall. There are 10 bins in total, 2 of which belong to Aster. Cllr J White has been and checked every bin, sent photos through to the office and confirmed that the contents of every bin is solid. Admin to contact WC to advise them of this and to ask if there is a way to easily break up the contents or if it all has to be removed and re-filled. Cllr P Burgon offered to go and see if it is easy to break up the contents and Cllr M William advised he still has 10 bags of salt from last year.
- iv) *Dog fouling* – Admin advised that the office has been contacted by a resident concerned about dog fouling. She was advised to report it on the WC app, however if you report dog fouling it is classed as waste and they close the enquiry. The Committee advised that there is not a vast amount that can be done and recognise that the majority of dog owners are responsible. A Facebook reminder will be put up and Cllr CA Allan asked if a letter can be sent to a specific resident who allows their dog off the lead in the Rec (against the Rules) and refuses to pick up after them. Cllr M Giles advised he will also mention this general issue on his next "Talk of The Town" session on Castledown radio. Admin will also contact the Dog Warden again.
- v) *Sewer Crew* – Admin updated the Committee with an email sent from the Sewer Crew back in March (just before lockdown) updating their service procedures. The Committee asked Admin to find out if all the main roads in Ludgershall up to the County boundary are cleared as a matter of course and whether there is a charge for their service.

- vi) *Community Speedwatch update* – Admin advised that PC Sharon Duggan has a team of volunteers and has contacted the Neighbourhood Policing team to advise them of this so it can be moved forward to the next stage in the process (this related to the metrocount on Butt Street that found vehicles speeding).

The office has also received an enquiry from a local resident who has reported speeding vehicles on Dewey's Lane and the problem with parked cars during school term time. She has requested a speed camera and traffic calming measures. The Committee suggested contacting the Police to ask for them to attend at school times and Cllr M Giles advised that a metrocount was recently carried out on Dewey's Lane, so he doesn't think another one can be done. Admin to check and to advise the resident accordingly.

**012-20/21: 12. Agenda Points to be discussed for next month-** none.

There being no further business to discuss the meeting was closed at 8.30pm.

Signed.....

Date.....