

11 November 2013

To: All Members of the **Amenities and Recreation Committee:**

Councillor Helen Pighills - Chairman
Councillor Marilyn Badcock - Vice Chairman
Councillor Alice Badcock
Councillor Jeanette Halliday
Councillor Julie Mayhew-Archer
Councillor Jan Morter
Councillor Andrew Todd
The Mayor of Abingdon - (ex-officio)
Chairman of Finance and General Purposes Committee - (ex-officio)

To: All other Town Council members for Information only.

Dear Sir/Madam

Your attendance is requested at a meeting of the Amenities & Recreation Committee to be held on **Wednesday 20th November 2013** at **7.00 pm** in the Committee Room at the Old Abbey House.

Yours faithfully

N. E. Warner
Town Clerk

AGENDA

1. **Apologies for Absence**

To receive any apologies for absence.

2. **Declarations of Interest**

To receive any declarations of interest from Members in relation to any items to be considered at the meeting, in accordance with the Local Code of Conduct.

3 **Minutes**

To sign as a correct record the minutes of the meeting held on 28th August 2013 (attached).

4 **Matters Arising not covered elsewhere on the agenda**

To discuss any matters arising from the previous minutes not covered elsewhere on the agenda.

Item A13 - **MG Garden** – The MG Garden as far as the Town Council's part of the project is concerned is now complete. We are now awaiting the MG Car Club to install the information boards and then we can arrange an official opening by the Mayor and MG Car Club officials.

Item A11 – **Cemetery Matters** – A working Group was set up at the last meeting to discuss the contingency plans for large funerals at the town's cemeteries. The group has yet to meet.

Item A21 – **Cemetery and Works Supervisor's Report** – The Committee requested a report from the Head of Service Delivery into the effects the extra watering and weed-killing has on the Works Team during their busy summer period. The effect has been that a member of staff can be used full time on these services throughout the spring and summer however due to the Staffing Review a recommendation from the Head of Service Delivery is deferred until the outcome of this review is known.

Item A22 – **Works Team Apprenticeship** – A Staffing Review is currently taking place.

Item 24 – **Ock Valley Walk** – A meeting with the Environment Agency is being organised and when your officers receive notification when it is this information will be passed to Members.

Item A30 – **Play Areas** – Orders have now been placed for the gym equipment at the Boxhill recreation ground and play equipment for other

areas at a cost of £36,990. An order has also been placed to install a hard area in front of the Kickboard in Masefield Crescent (similar to Elizabeth Avenue kickboard) play area at a cost of £8,440.

5 **Abingdon In Bloom 2013**

Report of the Head of Service Delivery:

The Abingdon In Bloom certificates for the local competition have been printed and now await presentation on 2nd December 2013.

The Abingdon In Bloom Sub Committee will meet shortly to discuss the arrangements for the 2014 floral displays around the town.

Some Members will recall that a few years ago the search was on to have some kind of “flower cart” displayed in the town. It proved difficult to source this item however at a recent event a manufacturer of such items was found and the possibility of the town owning such a cart could become a reality. Please see attached advertisement.

One possible site for this new display is outside the new Town Council offices in Roysse Court Garden. Your officers need to do more research on this item with plans and costings and report back to Members of the Sub Committee.

6. **Allotments**

Report of the Head of Service Delivery

Shortly the drainage work on Wildmoor allotment site is due to start and this will consume the whole of this year’s budget for allotments. Members should be aware that there are many maintenance projects that are needed on each site and the Associations have indicated that if the Council could provide the materials they could provide the manpower. This would include, road repairs, fencing, rubbish collections etc.

Members are asked to consider increasing the budget from £2,000 a year to £6,000 being £2,000 per site as this would not only be a saving on our own time and manpower but also give notice to the allotment associations that the Council is willing to support them.

7. **Budget Estimates 2014 / 2015 and Financial Report**

To receive and consider the financial report for the year to date and the 2014 / 2015 budget estimates. The report of the Treasurer is attached.

8 **Cemetery and Works Supervisor's Report**

To receive the report of the Cemetery and Works Supervisors (attached).

9. **Dog Bins**

Please see attached letter from the District Council.

The basic reason for the change is that the regulations of disposing of dog faeces has changed and therefore can be disposed of with ordinary waste. The Town Council are currently charge for emptying 19 dog bins.

The cost according to the District Council would be $19 \times £4.03 \times 52 = £3,981.64$ less subsidy ($£52 \times 19$) $£988 = £2,993.64$ per annum.

New bins would cost approx. $19 \times £125 = £2,375$ plus fixing. Therefore the payback is within one year. However there may be savings where the Town Council has an ordinary bin near a dog bin in which case the dog bin could be taken away.

Members are requested to discuss this matter and instruct their officers accordingly.

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10. **Dog Fouling on Boxhill Recreation Ground**

Please see attached e-mail from a Member of the St Edmund's Football Club regarding the amount of dog fouling on the Boxhill recreation ground where they lease from the Town Council to play their matches on.

This has been an ongoing problem and the Town Council have purchased new signage in the past requesting dog owners to stop this from occurring and the signs were either defaced or removed. The District Council have also patrolled the area but to no avail.

Apart from banning all dogs from the area or fencing it off there seems little else the Council can do to prevent this. A prosecution may prove a deterrent to others but the difficulty is gaining the evidence for such action to be taken.

Members are asked to consider this matter and instruct their officers accordingly.

11. **Publicity**

The Committee is requested to consider any items on the agenda which would benefit from publicity.

12. **Items for Next Meeting**

Members are requested to consider items to be included on the agenda of the next meeting of the Amenities and Recreation Committee. This will enable officers to explore future items with a view to giving some guidance at future meetings.

13. **Dates of meetings for 2013/14**

The date of the next Amenities and Recreation Committee will be on Wednesday 12th February 2014.

14. **Exclusion of the public, including the Press**

The Chairman will move:

That in accordance with section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972), the public (including the press) be excluded from the meeting because of the confidential nature of the business to be transacted.

15. **Cemetery Service Review 2013**

To receive a confidential report from the Head of Service Delivery (attached).

Notes on Declarations of Interest

1. Any Member arriving after the start of the meeting is asked to declare personal interests, as necessary, as soon as practicable after their arrival even if the item in question has been considered.

2. With the exception of the circumstances listed in paragraph 9(2) of the Local Code of Conduct for Members, a Member with a personal interest also has a prejudicial interest if it is one which a Member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Member's judgment of the public interest. In such circumstances, the Member must withdraw from the meeting room and should inform the Chair immediately.

3. It is not practical for the Town Clerk to offer detailed advice during the meeting on whether or not a personal interest should be declared, or whether a personal interest should also be regarded as prejudicial.

Attendance of non-Committee Members at meetings

Members' attention is drawn to Standing Order 45 which states that: "*A member who has proposed a motion which has been referred to any committee of which he/she is not a member, may explain his/her motion to the committee but shall not vote. Any Council member shall, unless the Council otherwise orders, be entitled to be present as a spectator at the meetings of any committee or sub-committee of which he/she is not a member, but not entitled to speak unless invited to do so by the Chair. However any Councillor may speak at Committee meetings on any matters related specifically to his/her Ward.*"