

Abingdon-on-Thames Town Council

Draft minutes of the meeting of the Amenities and Recreation Committee held in Royse Room, Guildhall on Wednesday 6th February 2019 at 7.00pm.

Present:

Councillor Alice Badcock	Chairman
Councillor Robert Hall	
Councillor Jeanette Halliday	
Councillor Vicky Jenkins	
Councillor Lorraine Oates	
Councillor Helen Pighills	

In Attendance:

Mr Stephen Rich	Assistant Town Clerk & Head of Services (Clerk to the meeting)
Mr Timothy Badcock	Cemetery & Works Supervisor

A46. **Apologies**

Apologies for absence were received from Councillor Margaret Crick (ex-officio, Mayor), Councillor Mike Badcock (ex-officio, Chairman of Finance and General Purposes Committee) and Councillor Dennis Garrett.

A47. **Declarations of Interest**

Minute A57 – allotments. Councillor Jeanette Halliday declared a non-pecuniary interest in this item as she was friendly with a member of one of the allotment associations.

A48. **Minutes of the Previous Meeting**

It was **resolved** the Minutes of the previous meeting on 18th November 2018 be agreed as a correct record and signed by the Chairman.

A49. **Matters Arising not covered elsewhere on the agenda**

Minute A15 – Cemetery Mechanical Digger – Had been delivered and was in use in the cemeteries.

Minute A42 – Market Place – The Committee **recommended** to the Finance and General Purposes that replacement Manchester bollards in Rigid and Rebound

Polymer be used to refurbish the bollards surrounding the Market Place from the budget set aside within nominal code 299/4845 for 2019/2020 amounting to £15,000.

Councillor Jeanette Halliday commented on the “Give Up Smoking” van on the Market Place every Wednesday had its engine running for long periods. Officers said they would speak to the people involved regarding this matter.

A50. **Financial Report**

The Committee received and considered the report of the Treasurer / Responsible Financial Officer for the period from 1st April 2016 to 31st December 2018, as circulated with the agenda. The Committee **resolved** to approve the report.

A51 **Risk Register Annual Update**

The Committee noted the updated Risk Register Report of the Treasurer / Responsible Financial Officer and had no substantial amendments.

A52. **Cemetery and Works Supervisor’s Report**

The Committee received and considered the report of the Cemetery and Works Supervisor as circulated with the agenda. It was **resolved** to accept the report.

The Committee wished to thank all staff involved on the Christmas Extravaganza and the Christmas Tree recycling.

A53. **Tree Surveys**

This item had been placed on the agenda to remind Members that a tree survey was due to take place in 2019 / 2020.

A54. **Christmas Lights**

The Committee **resolved** to purchase new Christmas lights as detailed in the images, distributed at the meeting, at a cost of £9,640, this subject to funding from the 2019/2020 budget. The budget for 2018 / 2019 was £8,000 and a **recommendation** was made to the Finance and General Purposes Committee to bring forward £1,640 from the 2019 / 2020 budget for this purchase.

A55. **Play Areas**

It was **resolved** to purchase a Single Basket Swing and Tube Slide for Boxhill recreation ground and a Long Cable Runway for Masefield Crescent recreation ground at a cost of £20,122. The committee also resolved to purchase a new smaller ride-on mower and a

trailer to assist mowing the areas around the play equipment at a cost of approximately £10,000. There was a provision in the 2018 / 2019 budget of £30,000 for these purchases. The Committee **resolved** to delegate this matter to the Town Clerk and Chairman of the Amenities and Recreation Committee.

A56 **Flags**

The Committee **resolved** to install the Union, St. George and Abingdon flags around the town centre as in previous years at a cost of approximately £3,500 plus VAT and the cost of replacement damaged equipment.

A57. **Notice Boards**

The Committee were informed that there were no longer any public notice boards in the town centre following the removal of the noticeboard in Bath Street. Officers asked the Committee to approve the purchase of notice boards manufactured from recycled plastic and asked the Committee to consider where they would like them placed.

Members considered the request and expressed an interest in placing a notice board in the Market Place where the twin telephone kiosks currently are. Members also asked that notice boards be placed in Bath Street and outside the Town Council offices. Members were interested in three-sided notice boards if obtainable in this country and, round notice boards.

Based on the above Officers were requested to report back to the next meeting with plans and costings.

A58. **Allotments**

The Assistant Town Clerk / Head of Services asked if he could bring a matter to the Committee's attention which was received too late for inclusion on the agenda. The Committee **resolved** to allow this.

Councillor Jeanette Halliday declared a non-pecuniary interest in this matter as she was friendly with a member of one of the allotment associations.

A request had been received from the Drayton Road Allotment Association to purchase aggregate for maintenance on the paths and car park of the allotment site. The Committee were informed that an amount of £2,000 had been set aside for each allotment association to use on maintenance-related matters and that the request was in line with that policy.

The Committee **resolved** to allow the reimbursement of costs of £1,125, as requested.

A59. **Publicity**

The Committee did not request any items for publicity at this meeting.

A60. **Items for Next Meeting**

Members requested that Notice Boards be placed on the agenda of the next meeting.

A61. **Date of next Meeting**

Members were reminded that the next Amenities and Recreation meeting would be held on Wednesday 22nd May 2019.

The meeting rose at 7.50pm.

Signed Date
Chairman