



MINUTES OF THE AMENITIES COMMITTEE MEETING HELD ON
MONDAY 8th JANUARY 2024 AT THE TOWN HALL.

Present: Cllrs: S Toone (Chair) R Hood, M Willoughby, M Green, K Bayes and P Hanton

Clerk: Ms D. Joy

Admin Assistant: Mrs J Hodds

MINUTES

The Chair informed members the meeting was being recorded.

01 APOLOGIES FOR ABSENCE

None

02 DECLARATION OF INTEREST AND REQUESTS FOR DISPENSATION.

If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)

Cllr Green and Hanton declared and interest in item 16.1

03 MINUTES FROM PREVIOUS MEETINGS.

3.1 To agree and sign the minutes of the Amenities Committee held on the 6th November 2023 and **ADOPTED** by Full Council on the 11th December 2023.

The motion was proposed, the motion was seconded,

Members **AGREED** the minutes of the Amenities Committee held on the 6th November 2023 and **ADOPTED** by Full Council on the 11th December 2023.

04 PUBLIC PARTICIPATION TIME

The meeting will be adjourned for a period specified in the Resolution (no longer than 15 minutes) to allow Members of the Public, and any Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.

The motion was proposed, the motion was seconded,

Members **AGREED** to adjourn the meeting to allow members of the public to speak.

No members requested to speak.

The motion was proposed, the motion was seconded,

Members **AGREED** to resume the meeting.

05 MATTERS FROM PREVIOUS MEETINGS

To report on progress on items from previous meetings. No decisions may be taken.

- 5.1 Minutes filed.
- 5.2 Quotes for keypad system received.
- 5.3 Headstone checks will be completed in the Spring.
- 5.4 Allotment meeting remains outstanding.
- 5.5 Memorial bench at Smallburgh House fitted.
- 5.6 Wall protectors added to Town Hall project plan.
- 5.7 Hall users informed of 2024 hire charge.
- 5.8 Owner of wall informed of the condition.
- 5.9 Allotment checklist updated.
- 5.10 Bin fitted at A149 bus stop.
- 5.11 Town Hall Fire Risk assessment completed.
- 5.12 Permission letters obtained re Town Hall drainage issue.
- 5.13 Asbestos survey completed.
- 5.14 Legionella testing completed.
- 5.15 Allotment inspections pending.
- 5.16 Noticeboards updated.
- 5.17 Brackets for SAM2 delivered and fitted.
- 5.18 Grit bins added to the asset register.
- 5.19 Facilities companies pending
- 5.20 Community Resilience Plan in progress.
- 5.21 Request re Phone box in progress.
- 5.23 PAT Test completed.

06 TOWN HALL

- 6.1 **To consider and agree if to remove the electric card system.**

The motion was proposed, the motion was seconded,
Members **AGREED** to remove the electric card system and liaise with the heating contractors on this matter.

07 BURIAL GROUNDS

- 7.1 **To consider and agree if to have a dedicated children section at Campingfield Burial Ground.**

The motion was proposed, the motion was seconded,
Members **AGREED** to investigate the costing of estate fencing and for the Clerk to put together a consultation documents and report back to Council.

- 7.2 **To consider and agree if to have a reflective area at Campingfield Burial Ground.**

The motion was proposed, the motion was seconded,
Members **AGREED** for the Clerk to put together a consultation documents and report back to Council.

- 7.3 **To consider and agree if to allow a memorial bench and tree at Campingfield burial ground.**

The motion was proposed, the motion was seconded,
Members **AGREED** to allow the resident to place a memorial bench and tree at Campingfield burial ground and for the Council to maintain it.

08 ALLOTMENTS

8.1 To consider and agree the Allotment Holders Working Group.

The motion was proposed, the motion was seconded,
Members **AGREED** the following:
Allotment holders to have their own Allotment holders' group.
A Member of Council is to attend the meetings.

8.2 To consider and agree the Tenancy Agreement for the allotments.

The motion was proposed, the motion was seconded,
Members **AGREED** Tenancy Agreement for the allotments.

09 HIGHWAYS

9.1 To consider and agree if to extend the current delegated grass cutting to 2024.

The motion was proposed, the motion was seconded,
Members **AGREED** to extend the current delegated grass cutting to 2024.

9.2 To consider and agree if to cover the costs for the potholes at Recreation Road.

The motion was proposed, the motion was seconded,
Members **AGREED** to cover the cost of repairing the potholes at Recreation Road.

10 STREET FURNITURE

10.1 To consider and agree the Memorial Bench application form.

The motion was proposed, the motion was seconded,
Members **AGREED** the Memorial Bench application form.

11 STREET LIGHTS

12 PROCEDURAL

13 STAITHE

13.1 To consider and agree if to have a pontoon at the Staithe.

The motion was proposed, the motion was seconded,
Members **AGREED** for the Clerk to investigate this and report back to Council.

14 TO REPORT ANY OTHER BUSINESS

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council.

15 CORRESPONDENCE

To consider correspondence received by the Council and agree responses thereto.

15.1 Email from Duncan Baker regarding flooding

The motion was proposed, the motion was seconded,
Members **AGREED** for Cllrs Bayes and Hood to attend this meeting.

15.2 Email from NNDC re affordable housing

The motion was proposed, the motion was seconded,
Members **AGREED** to inform NNDC their comments and information has been received.

16 Exclusion of the Press and Public

To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to legal and contractual issues,

The motion was proposed, the motion was seconded,

Members **AGREED** under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to legal and contractual issues.

16.1 To consider and agree the quotes for the steel beam for the office floor.

The motion was proposed, the motion was seconded,

Members **AGREED** the quote for the steel beam for the office floor.

16.2 To consider and agree the quotes for the Verge Cutting 2024.

The motion was proposed, the motion was seconded,

Members **AGREED** the quote for the Verge Cutting for 2024.

16.3 Update on the Town Hall drainage and to consider and agree any actions.

The motion was proposed, the motion was seconded,

Members **AGREED** to give permission for the resident to complete the drainage works as they have obtained all of the permissions advised by Councils solicitors.

17.1 DATE OF NEXT MEETING

To confirm the next meeting of this Committee is 4th March 2024.

MEETING CLOSED: 19:54pm

CHAIR: _____

DATE: _____